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MINUTES OF LIBRARY BOARD MEETING
Thursday, March 28, 2019 – 7:00 p.m. – Woodbridge Library

Rose Savage
Chair

Gary Thompson
Vice Chair

Gail Blackman
Trustee

Ralph Cinelli
Trustee

Denise Da Ros-Presutti
Trustee

Mario Ferri
Trustee

Lauri Hewitt
Trustee

Marilyn Iafrate
Trustee

Manjit Kaur
Trustee

Donald Lazar
Trustee

Hameed Malik
Trustee

Antonella Nicaso
Trustee

Palma Pallante
Trustee

Loreta Pavese
Trustee

Bruno Riga
Trustee

Gino Rosati
Trustee

Richard Wu
Trustee

Sandra Yeung Racco
Trustee

Present: R. Savage (Chair), G. Blackman, R. Cinelli, D. Da Ros-Presutti, M. Ferri,
L. Hewitt, M. Iafrate, M. Kaur, D. Lazar, H. Malik, A. Nicaso, L. Pavese,
B. Riga, G. Rosati (from 7:05 pm), R. Wu

Regrets: P. Pallante, G. Thompson, S. Yeung Racco

In Attendance: M. Singleton, Chief Executive Officer
A. Dowiat Vine, Director of Growth & Communication
M. Guy, Director of Innovative Technologies & Collections
L. McDonough, Director of Customer Experience
S. Vander Werff, Director of Finance & Community Spaces
P. Yovdoshuk, Recorder

1. **CALL TO ORDER**

As there was a quorum at 7:00 pm, the Chair called the meeting to order.

2. **DISCLOSURE OF INTEREST**

There were no disclosures of interest.

3. **ADOPTION OF AGENDA**

3.1 **Items to be added or deleted**

None.

3.2 **Motion to Adopt the Agenda**

MOTION: THAT the agenda be adopted as presented.

MOVED BY: A. Nicaso

SECONDED BY: L. Hewitt

MOTION CARRIED.

4. **ADOPTION OF MINUTES OF FEBRUARY 21, 2019**

Item 5: correct misspelling of "T. Coles"

Item 8: last paragraph "...position of Chair" should read "Vice Chair"

MOTION: THAT the minutes of February 21, 2019 be adopted as amended.

MOVED BY: M. Iafrate

SECONDED BY: A. Nicaso

MOTION CARRIED.

5. **CORRESPONDENCE**

- 5.1 Letter of thanks from the School of Nursing, Faculty of Health, York University
- 5.2 Library Articles
- 5.3 Promotional Articles about VPL

MOTION: THAT the Board receive the items of correspondence.
MOVED BY: L. Pavese
SECONDED BY: D. Da Ros-Presutti
MOTION CARRIED.

6. **REPORTS**

- 6.1 **Management Report for January 2019**
- 6.2 **Management Report for February 2019, YTD Performance Indicators and Q4 2018 Business Plan Statistics**

MOTION: THAT the Board receive the Management Report for January 2019,

AND THAT the Board receive the Management Report for February 2019,
Year to Date Performance Indicators, and Q4 2018 Business Plan Statistics.

MOVED BY: A. Nicaso
SECONDED BY: R. Cinelli
MOTION CARRIED.

6.3 **Project Update – Vaughan Metropolitan Centre Library**

MOTION: THAT the Board receive the project update on the Vaughan Metropolitan Centre Library.

MOVED BY: A. Nicaso
SECONDED BY: M. Ferri
MOTION CARRIED.

6.4 **Report on Term of Board Chair**

MOTION: THAT the Board receive for information the report regarding the term of the Board Chair for public library boards in Ontario and approve the term of the VPL Board Chair remain as four years.

MOVED BY: A. Nicaso
SECONDED BY: B. Riga
MOTION CARRIED.

6.5 **2018 Customer Satisfaction Survey Summary Report**

MOTION: THAT the Board receive for information the 2018 VPL Customer Satisfaction Survey Summary Report.

MOVED BY: M. Ferri
SECONDED BY: L. Hewitt
MOTION CARRIED.

6.6 Report from Budget & Finance Committee**6.6.1 Adoption of Budget & Finance Committee Minutes of November 17, 2018**

MOTION: THAT the Board receive the minutes of the Budget & Finance Committee Meeting of November 17, 2018.

MOVED BY: M. Kaur

SECONDED BY: G. Blackman

MOTION CARRIED.

The Chair announced that the Budget & Finance Committee elected D. Da Ros-Presutti as Committee Chair.

6.6.2 Revenue & Expenditures Variance Analysis Report & Capital Analysis Report for Fourth Quarter Ending December 31, 2018

MOTION: THAT the Board receive the Revenue & Expenditures Variance Analysis Report and Capital Analysis Report for Fourth Quarter ending December 31, 2018 as recommended by the Budget & Finance Committee.

MOVED BY: D. Da Ros-Presutti

SECONDED BY: M. Kaur

MOTION CARRIED.

The Board will receive an orientation about VPL's financial processes at the April 18, 2019 meeting.

7. NEW BUSINESS**7.1 Video Presentation – VPL's 2018 Annual Report**

A video presentation was made about VPL's 2018 Annual Report.

7.2 Report on Maple Library

The City of Vaughan is requesting that consideration be given to advancing the discussion on possible reduction and renovation of square footage of Maple Library to assist with space challenges the City is experiencing as it relates to staff work spaces. Discussion ensued.

MOTION: THAT the Board direct the CEO to begin exploring the possibility of space reduction and reconfiguration of Maple Library, including fiscal conditions and considerations, and report findings back to the Board.

MOVED BY: R. Cinelli

SECONDED BY: M. Iafrate

MOTION CARRIED.

7.3 Board Orientation – Governance Fundamentals -- Presentation

The CEO provided an orientation about Governance Fundamentals.

7.4 **Potential Discussion in relation to Board Committees**

Existing committees are the Budget & Finance Committee and the Personnel & Policy Committee. The Board has the authority to create ad hoc committees as required. It was agreed to look at creating additional committees if a need arises during the term.

8. **UPCOMING EVENTS & MEETINGS**

Library Board Meeting

Thursday, April 18, 2019 – 7:00 pm – Civic Centre Resource Library

* Note that a Board photo will be taken at the April Meeting at 6:00 pm

9. **ADJOURNMENT**

The meeting adjourned at 9:00 pm on a motion by L. Pavese, seconded by D. Lazar.

Board Chair

Secretary-Treasurer