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*Vaughan Public Libraries offers welcoming destinations that educate, excite and empower our community.*

**Enrich Inspire Transform**

Devender Sandhu  
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Rose Savage  
Vice Chair

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Lynne Axmith  
Trustee

Ralph Cinelli  
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Rosanna DeFrancesca  
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Maya Goldenberg  
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Palma Pallante  
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Suri Rosen  
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Gary Thompson  
Trustee

Sandra Yeung Racco  
Trustee

## **MINUTES OF LIBRARY BOARD MEETING**

**Thursday, September 13, 2018 – 7:00 p.m. – Civic Centre Resource Library**

Present: D. Sandhu (Chair), M. Ahmed (to 7:51 pm), L. Axmith, R. Cinelli, M. Goldenberg, M. Iafrate, M. Kaur, S. Kerwin, P. Pallante, L. Pavese, S. Rosen, R. Savage, G. Thompson, S. Yeung Racco  
Regrets: U. Di Federico, M. Ferri, J. Kelly, C. Rizzuto  
Absent: R. DeFrancesca  
  
In Attendance: M. Singleton, Chief Executive Officer  
A. Dowiat Vine, Director of Growth & Communications  
L. McDonough, Director of Customer Experience  
S. Vander Werff, Director of Finance & Community Spaces

1. **CALL TO ORDER**

As there was a quorum at 7:07 pm, the Chair called the meeting to order.

2. **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

3. **ADOPTION OF AGENDA**

3.1 **Agenda Items to be added or deleted**

None.

3.2 **Adoption of the Agenda**

**MOTION: THAT the agenda be adopted as presented.**

**Moved by: R. Savage**

**Seconded by: L. Pavese**

**MOTION CARRIED.**

4. **ADOPTION OF MINUTES OF JUNE 25, 2018**

**MOTION: THAT the minutes of meeting of June 25, 2018 be adopted as presented.**

**Moved by: L. Axmith**

**Seconded by: M. Goldenberg**

**MOTION CARRIED.**

**5. CORRESPONDENCE**

- 5.1 Vaughan Public Libraries 2017 Annual Report
- 5.2 *What's On* Special Edition for Opening of Vellore Village Library
- 5.3 *What's On* Guide – September-October-November 2018
- 5.4 Library Articles
- 5.5 Promotional Articles about VPL

**MOTION:** THAT the Board receive the items of correspondence.  
**MOVED BY:** R. Cinelli  
**SECONDED BY:** M. Iafrate  
**MOTION CARRIED.**

**6. FINANCE**

- 6.1 Accounts Paid for June 2018
- 6.2 Accounts Paid for July 2018
- 6.3 Accounts Paid for August 2018

**MOTION:** THAT the Board receive the Accounts Paid for June 2018 in the amount of \$423,084.62,  
  
AND THAT the Board receive the Accounts Paid for July 2018 in the amount of \$298,966.37,  
  
AND THAT the Board receive the Account Paid for August 2018 in the amount of \$465,227.78.

**MOVED BY:** R. Savage  
**SECONDED BY:** G. Thompson  
**MOTION CARRIED.**

**7. REPORTS**

- 7.1 Management Report for June 2018
- 7.2 Management Report for July/August 2018, Year to Date Performance Indicators Report, and Q2 Business Plan Statistics

**MOTION:** THAT the Board receive the Management Report for June 2018,  
  
AND THAT the Board receive the Management Report for July/August 2018, Year to Date Performance Indicator Report, and Q2 Business Plan Statistics.

**MOVED BY:** M. Kaur  
**SECONDED BY:** M. Ahmed  
**MOTION CARRIED.**

**7.3 Project Update – Vellore Village Library**

**MOTION:** THAT the Board receive the project update for Vellore Village Library.  
**MOVED BY:** R. Savage  
**SECONDED BY:** S. Yeung Racco  
**MOTION CARRIED.**

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

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

**MOVED BY:** L. Pavese

**SECONDED BY:** S. Yeung Racco

**MOTION CARRIED.**

**7.5 Project Update – Bathurst Clark Resource Library**

**MOTION:** THAT the Board receive the project update for Bathurst Clark Resource Library.

**MOVED BY:** M. Goldenberg

**SECONDED BY:** R. Savage

**MOTION CARRIED.**

**7.6 Report from Budget & Finance Committee****7.6.1 Adoption of Minutes of Budget & Finance Committee Meeting of May 17, 2018**

**MOTION:** THAT the Board adopt the minutes of the Budget & Finance Committee Meeting of May 17, 2018 as presented.

**MOVED BY:** R. Savage

**SECONDED BY:** M. Ahmed

**MOTION CARRIED.**

**7.6.2 Revenue & Expenditures Variance Analysis Report and Capital Analysis Report for Second Quarter ending June 30, 2018**

**MOTION:** THAT the Board receive the Revenue & Expenditures Variance Analysis report and Capital Analysis report for Second Quarter ending June 30, 2018, as recommended by the Budget & Finance Committee.

**MOVED BY:** R. Cinelli

**SECONDED BY:** L. Pavese

**MOTION CARRIED.**

**7.6.3 2019 Operating & Capital Budget Submission**

The submission was reviewed by the Budget & Finance Committee at its meeting of July 30, 2018.

**MOTION:** THAT the Board approve the Draft Operating Budget 2019-2023 as recommended by the Budget & Finance Committee,

**AND THAT** the Board endorse the Additional Resource Request for the staffing and operating costs required to open the Vaughan Metropolitan Centre Library in late 2019 in the amount of \$1,098,134, as recommended by the Budget & Finance Committee,

**AND THAT** the Board endorse the Additional Resource Request for the staffing and operating costs for the Vaughan Hospital Library in 2020 in the amount of \$423,819, as recommended by the Budget & Finance Committee,

*Motion continued...*

*Motion continued*

**AND THAT the Board endorse the Additional Resource Request for the staffing and operating costs required to open the Carrville/Block 11 Library in 2023 in the amount of \$820,361, as recommended by the Budget & Finance Committee,**

**AND THAT the Board approve the Draft Capital Plan 2019-2023 as recommended by the Budget & Finance Committee,**

**AND THAT the Board approve the amendment of the 2019-2023 Operating and Capital Budget submission to add the cost associated with the license and implementation of the Time and Attendance Support (TAS) program should the City of Vaughan proceed with this initiative, as recommended by the Budget & Finance Committee,**

**AND THAT the approved budgets be submitted to the City of Vaughan Council as the Vaughan Public Library Board's requested Operating and Capital Budget for 2019-2023.**

**MOVED BY: S. Yeung Racco  
SECONDED BY: M. Goldenberg  
MOTION CARRIED.**

M. Ahmed left the meeting.

8. **NEW BUSINESS**

8.1 **VPL Facilities Development Plan 2018 to 2031**

VPL's Facilities Development Plan 2018–2031 is the comprehensive document which guides the development of new library facilities in the City of Vaughan. A presentation was provided and discussion ensued.

**MOTION: THAT the Board endorse the updated VPL Facilities Development Plan 2018 to 2031.**

**MOVED BY: L. Axmith  
SECONDED BY: L. Pavese  
MOTION CARRIED.**

9. **IN-CAMERA MEETING**

**MOTION: THAT the meeting moved In-Camera.  
MOVED BY: R. Savage  
SECONDED BY: S. Yeung Racco  
MOTION CARRIED.**

The meeting moved In-Camera at 8:30 p.m.

**CLOSED SESSION**

**MOTION:** THAT the meeting return to Open Session.  
**Moved by:** G. Thompson  
**Seconded by:** S. Yeung Racco  
**MOTION CARRIED.**

The meeting returned to Open Session at 8:31 pm.

**OPEN SESSION**

**MOTION:** THAT the Board ratify all actions taken In-Camera.  
**Moved by:** M. Goldenberg  
**Seconded by:** P. Pallante  
**MOTION CARRIED.**

10. **UPCOMING EVENTS & MEETINGS**

**Vellore Village Library**

Official Opening Ceremony – Saturday, September 22, 2018 – 9:30 a.m.

**Library Board Meeting**

Thursday, October 18, 2018 – 7:00 pm – Pierre Berton Resource Library

11. **ADJOURNMENT**

The meeting adjourned at 8:32 pm on a motion by M. Goldenberg, seconded by R. Savage.

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*Chairman*

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*Secretary-Treasurer*