

MINUTES OF LIBRARY BOARD MEETING

Thursday, September 21, 2023 – 7:00 pm - Civic Centre Resource Library

Gary Sangha
Chair

Antonella Nicaso
Vice Chair

Chris Ainsworth
Trustee

Sara Camilleri
Trustee

Denise Da Ros-Presutti
Trustee

Mario Ferri
Trustee

Akash Goyal
Trustee

Carol Herzog
Trustee

Lauri Hewitt
Trustee

Marilyn Iafrate
Trustee

Manjit Kaur
Trustee

Palma Pallante
Trustee

Loreta Pavese
Trustee

Mario Racco
Trustee

Harpreet Rindi
Trustee

Adriano Volpentesta
Trustee

Richard Wu
Trustee

Present: G. Sangha (Chair), S. Camilleri, D. Da Ros-Presutti, M. Ferri (to 7:15 pm), A. Goyal, L. Hewitt, M. Iafrate, M. Kaur, A. Nicaso (from 7:24 pm), P. Pallante, L. Pavese, H. Rindi, R. Wu

Regrets: C. Ainsworth, C Herzog, M. Racco, A. Volpentesta

In Attendance: M. Singleton, Chief Executive Officer
A. Dowiat Vine, Deputy CEO, Growth & Communications
C. Fiorini, Deputy CEO, Corporate Services
L. McDonough, Deputy CEO, Customer Experience
P. Yovdoshuk, Recorder

Guest: Rob Symes, Manager, Marketing & Communications,
Vaughan Public Libraries

1. **CALL TO ORDER**

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

2. **VPL LAND ACKNOWLEDGEMENT**

3. **DISCLOSURE OF INTEREST**

There were no disclosures of interest.

4. **ADOPTION OF AGENDA**

4.1 **Items to be Added or Deleted**

No items added or deleted.

4.2 **Motion to Adopt the Agenda**

MOTION: THAT the Board adopt the agenda as presented.

MOVED BY: L. Hewitt

SECONDED BY: P. Pallante

MOTION CARRIED.

5. **ADOPTION OF MINUTES OF JUNE 15, 2023**

MOTION: THAT the Board adopt the minutes of June 15, 2023 as presented.

MOVED BY: D. Da Ros-Presutti

SECONDED BY: L. Pavese

MOTION CARRIED.

6. **IN-CAMERA MEETING**

6.1 **Motion to Move In-Camera**

MOTION: THAT the meeting move In-Camera.

MOVED BY: L. Hewitt

SECONDED BY: A. Goyal

MOTION CARRIED.

The meeting moved In-Camera at 7:04 pm.

CLOSED SESSION

6.2 Adoption of In-Camera Minutes of June 15, 2023

MOTION: THAT the Board adopt the minutes of In-Camera meeting of June 15, 2023.
MOVED BY: S. Camilleri
SECONDED BY: L. Pavese
MOTION CARRIED.

6.3 Motion to Return to Open Session

MOTION: THAT the meeting return to Open Session.
MOVED BY: M. Iafrate
SECONDED BY: R. Wu
MOTION CARRIED.

The meeting returned to Open Session at 7:05 pm.

OPEN SESSION

6.4 Ratification of all Actions Taken In-Camera

MOTION: THAT the Board ratify all actions taken In-Camera.
MOVED BY: L. Hewitt
SECONDED BY: P. Pallante
MOTION CARRIED.

M. Ferri left the meeting.

7. COMMUNICATIONS

- 7.1 Library Articles
- 7.2 News Clippings – June/July/August 2023
- 7.3 VPL's *What's On* Magazine – July/August 2023
- 7.4 VPL's *What's On* Magazine – September/October 2023

MOTION: THAT the Board receive the communications.
MOVED BY: P. Pallante
SECONDED BY: D. Da Ros-Presutti
MOTION CARRIED.

A. Nicaso joined the meeting.

8. PRESENTATION OF MARKETING OVERVIEW

Rob Symes, Manager, Marketing & Communications at Vaughan Public Libraries, provided a marketing overview to the Board. The Board thanked Rob Symes for his presentation, and he left the meeting.

MOTION: THAT the Board receive the presentation from Rob Symes, Manager, Marketing & Communications, providing a marketing overview.
MOVED BY: L. Hewitt
SECONDED BY: M. Kaur
MOTION CARRIED.

9. REPORTS**9.1 Management Report for June 2023**

MOTION: THAT the Board receive the Management Report for June 2023.
MOVED BY: A. Nicaso
SECONDED BY: P. Pallante
MOTION CARRIED.

9.2 Management Report for July/August 2023 and YTD Performance Indicator Reports

MOTION: THAT the Board receive the Management Report for July/August 2023 and YTD Performance Indicator Reports.
MOVED BY: M. Iafrate
SECONDED BY: S. Camilleri
MOTION CARRIED.

9.3 VPL Corporate Business Outcome Measures – Q2 2023

MOTION: THAT the Board receive the report on the VPL Corporate Business Measures for Q2 2023.
MOVED BY: A. Nicaso
SECONDED BY: R. Wu
MOTION CARRIED.

9.4 NovelBranch Book Vending Machine

MOTION: THAT the Board receive the report of the exciting technological innovation soon to occur at Vaughan Public Libraries.
MOVED BY: R. Wu
SECONDED BY: P. Pallante
MOTION CARRIED.

9.5 Award of Contract for RFID Equipment

MOTION: THAT the Board approve mkSolutions as single/sole source vendor for VPL to purchase new and replacement RFID hardware for a period of four years.
MOVED BY: A. Goyal
SECONDED BY: D. Da Ros-Presutti
MOTION CARRIED.

9.6 Report from Budget & Finance Committee**9.6.1 Minutes of Budget & Finance Committee Meeting of May 11, 2023**

MOTION: THAT the Board receive the minutes of the Budget & Finance Committee meeting of May 11, 2023.
MOVED BY: M. Iafrate
SECONDED BY: P. Pallante
MOTION CARRIED.

9.6.2 Minutes of Budget & Finance Committee Meeting of July 26, 2023

MOTION: THAT the Board receive the minutes of the Budget & Finance Committee meeting of July 26, 2023.
MOVED BY: L. Pavese
SECONDED BY: L. Hewitt
MOTION CARRIED.

9.6.3 **Review of Draft 2024-2028 Operating Budget and Additional Resources Requests and Draft 2024-2028 Capital Plan**

MOTION: THAT the Board approve the Draft Operating Budget 2024-2028,

AND THAT the Board endorse the Additional Resource Request for the annual staff and operating costs required to open the Carrville Library in 2024 in the amount of \$1,186,787,

AND THAT the Board endorse the Additional Resource Request for the annual staff and operating costs required to open the West Woodbridge Library in 2025 in the amount of \$1,061,280,

AND THAT the Board approve the Draft Capital Budget 2024-2028,

AND THAT the approved budgets be submitted to the City of Vaughan Council as the Vaughan Public Library Board's requested Operating and Capital Budgets for 2024-2028,

All as recommended by the Budget & Finance Committee.

MOVED BY: D. Da Ros-Presutti

SECONDED BY: A. Nicaso

MOTION CARRIED.

9.6.4 **Revenue & Expenditures Analysis Report and Capital Analysis Report for Second Quarter ending June 30, 2023**

MOTION: THAT the Board receive the Revenue & Expenditures Variance Analysis Report and Capital Analysis Report for the Second Quarter ending June 30, 2023 as recommended by the Budget & Finance Committee.

MOVED BY: P. Pallante

SECONDED BY: A. Goyal

10. **UPCOMING EVENTS AND MEETINGS**

VPL Flag Raising Ceremony in Honour of Canadian Library Month – October and Ontario Public Library Week – October 16-20

Monday, October 2, 2023 at 12:30 pm
Vaughan City Hall

Presentation to Council re Awards to VPL's Marketing Team

Tuesday, October 3, 2023 at 1:00 pm
Council Chambers, Vaughan City Hall

Library Board Meeting

Thursday, October 19, 2023 – 7:00 pm
Pierre Berton Resource Library

Staff Appreciation Dinner

Friday, November 17, 2023 – 6:00 to 9:00 pm
Civic Centre Resource Library

11. **ADJOURNMENT**

The meeting adjourned at 9:40 pm on a motion by L. Pavese, seconded by P. Pallante.