



2191 Major Mackenzie Drive, Vaughan, Ontario L6A 4W2  
Tel. (905) 653-READ (7323) \* www.vaughanpl.info

*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

Mubarak Ahmed  
Trustee

Lynne Axmith  
Trustee

Ralph Cinelli  
Trustee

Rosanna DeFrancesca  
Trustee

Ugo Di Federico  
Trustee

Mario Ferri  
Trustee

Maya Goldenberg  
Trustee

Marilyn Iafrate  
Trustee

Manjit Kaur  
Trustee

Jane Kelly  
Trustee

Steve Kerwin  
Trustee

Palma Pallante  
Trustee

Loreta Pavese  
Trustee

Cristina Rizzuto  
Trustee

Suri Rosen  
Trustee

Gary Thompson  
Trustee

Sandra Yeung Racco  
Trustee

## **MINUTES OF LIBRARY BOARD MEETING**

**Thursday, November 15, 2018 – 7:00 p.m. – Dufferin Clark Library**

Present: D. Sandhu (Chair), L. Axmith (until 8:42 pm), R. Cinelli,  
R. DeFrancesca (from 7:10 pm), U. Di Federico, M. Goldenberg,  
M. Iafrate, M. Kaur, S. Kerwin, P. Pallante, L. Pavese, C Rizzuto,  
R. Savage (from 7:12 pm), G. Thompson  
Regrets: M. Ahmed, J. Kelly, S. Rosen, S. Yeung Racco  
Absent: M. Ferri

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

Guest: Frank Di Palma, Chief Information Officer, City of Vaughan

### **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**

No items to be added or deleted.

#### **3.2 Adoption of the Agenda**

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

**MOVED BY: U. Di Federico**

**SECONDED BY: L. Pavese**

**MOTION CARRIED.**

### **4. IN-CAMERA MEETING**

#### **4.1 Motion to Move In-Camera**

**MOTION: THAT the meeting move In-Camera.**

**MOVED BY: U. Di Federico**

**SECONDED BY: M. Iafrate**

**MOTION CARRIED.**

The meeting moved In-Camera at 7:08 pm.

### **CLOSED SESSION**

#### **4.2 Motion to Return to Open Session**

**MOTION:** THAT the meeting return to Open Session.  
**MOVED BY:** U. Di Federico  
**SECONDED BY:** L. Axmith  
**MOTION CARRIED.**

The meeting returned to Open Session at 8:06 pm.

### **OPEN SESSION**

#### **4.3 Motion to Ratify all Actions Taken In-Camera**

**MOTION:** THAT the Board ratify all actions taken In-Camera.  
**MOVED BY:** G. Thompson  
**SECONDED BY:** P. Pallante  
**MOTION CARRIED.**

### **5. PRESENTATION ON CYBER SECURITY**

The Board welcomed Frank Di Palma, Chief Information Officer, City of Vaughan, who provided a presentation on Cyber Security. The Board thanked Mr. Di Palma for his very informative presentation and he left the meeting.

### **6. ADOPTION OF MINUTES**

#### **6.1 Adoption of Minutes of September 13, 2018**

**MOTION:** THAT the minutes of meeting of September 13, 2018 be adopted as presented.  
**MOVED BY:** M. Iafrate  
**SECONDED BY:** R. Savage  
**MOTION CARRIED.**

#### **6.2 Adoption of Minutes of October 18, 2018**

The meeting of October 18, 2018 was cancelled as a quorum could not be achieved. The meeting was not rescheduled.

### **7. CORRESPONDENCE**

- 7.1 Vellore Village Library Grand Opening Celebration Brochure
- 7.2 Library Articles
- 7.3 Promotional Articles about VPL

**MOTION:** THAT the items of correspondence be received.  
**MOVED BY:** S. Kerwin  
**SECONDED BY:** M. Kaur  
**MOTION CARRIED.**

L. Axmith left the meeting.

8. **FINANCES**

8.1 **Accounts Paid for September 2018**

8.2 **Accounts Paid for October 2018**

**MOTION:** THAT the Board receive the additional Accounts Paid for August 2018-#2 in the amount of \$2,298.54,

AND THAT the Board receive the Accounts Paid for September 2018 in the amount of \$495,162.40,

AND THAT the Board receive the Accounts Paid for October 2018 in the amount of \$612,112.95.

**MOVED BY:** U. Di Federico

**SECONDED BY:** R. DeFrancesca

**MOTION CARRIED.**

9. **REPORTS**

9.1 **Management Report for September 2018**

**MOTION:** THAT the Board receive the Management Report for September 2018.

**MOVED BY:** P. Pallante

**SECONDED BY:** S. Kerwin

**MOTION CARRIED.**

9.2 **Management Report for October 2018, YTD Performance Indicators Report, and Q3 Business Plan Statistics**

**MOTION:** THAT the Board Receive the Management Report for October 2018, YTD Performance Indicators Report, and Q3 Business Plan Statistics

**MOVED BY:** M. Goldenberg

**SECONDED BY:** R. Savage

**MOTION CARRIED.**

9.3 **Demonstration of VOX Books, Animated Videos and Launchpads**

Staff provided visual presentations of VPL's new VOX books, animated videos and Launchpads.

**MOTION:** THAT the Board receive the presentations of VOX books, animated videos and Launchpads.

**MOVED BY:** C. Rizzuto

**SECONDED BY:** G. Thompson

**MOTION CARRIED.**

9.4 **Project Update – Vellore Village Library**

**MOTION:** THAT the Board receive the project update about Vellore Village Library.

**MOVED BY:** R. DeFrancesca

**SECONDED BY:** R. Cinelli

**MOTION CARRIED.**

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

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

**MOVED BY:** P. Pallante

**SECONDED BY:** M. Kaur

**MOTION CARRIED.**

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

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

**MOVED BY:** M. Goldenberg

**SECONDED BY:** R. Savage

**MOTION CARRIED.**

9.7 **Report from Budget & Finance Committee:**

9.7.1 **Adoption of Minutes of Budget & Finance Committee Meeting of July 30, 2018**

**MOTION:** THAT the Board adopt the minutes of Budget & Finance Committee Meeting of July 30, 2018.

**MOVED BY:** S. Kerwin

**SECONDED BY:** M. Kaur

**MOTION CARRIED.**

9.7.2 **Revenue & Expenditures Variance Analysis Report & Capital Analysis Report for Third Quarter ending September 30, 2018**

**MOTION:** THAT the Board receive the Revenue & Expenditures Variance Analysis Report & Capital Analysis Report for Third Quarter ending September 30, 2018.

**MOVED BY:** U. Di Federico

**SECONDED BY:** R. Savage

**MOTION CARRIED.**

10. **NEW BUSINESS**

10.1 **Award of Contract for VPL Collections**

**MOTION:** THAT the Board approve the awarding of a contract to Library Services Centre for the selection, supply, cataloguing, processing and delivery of library materials for Vaughan Public Libraries.

**MOVED BY:** R. Savage

**SECONDED BY:** C. Rizzuto

**MOTION CARRIED.**

**10.2 Award of Contract for Opening Day Collections**

**MOTION:** THAT the Board approve the awarding of a contract to Library Services Centre for the selection, supply, cataloguing, processing, storage and delivery of opening day collections.

**MOVED BY:** M. Iafrate

**SECONDED BY:** L. Pavese

**MOTION CARRIED.**

**10.3 Annual Staff Appreciation Event**

**MOTION:** THAT the Board recognize VPL staff commitment and performance by fiscally supporting the 2018 Staff Appreciation Event.

**MOVED BY:** R. Cinelli

**SECONDED BY:** M. Iafrate

**MOTION CARRIED.**

**10.4 Library Board Meeting - December 2018**

**MOTION:** That the Board approve the date of Thursday, December 13, 2018 for its next meeting.

**MOVED BY:** R. DeFrancesca

**SECONDED BY:** R. Cinelli

**MOTION CARRIED.**

**10.5 McMichael Canadian Art Collection – Potential Partnership**

**MOTION:** THAT the Board direct the CEO to continue investigating potential partnership opportunities with the McMichael Canadian Art Collection including possible shared facilities.

**MOVED BY:** R. DeFrancesca

**SECONDED BY:** R. Cinelli

**MOTION CARRIED.**

**10.6 Qualities of a Preferred Library Board Trustee**

Trustees were asked to forward any comments or suggestions to the CEO for additions to the document Qualities of a Preferred Library Board Trustee.

**MOTION:** THAT the Chief Executive Officer be directed to submit to the Mayor and Members of Council an overview of recommended qualities to be considered when evaluating applications for trustees of the new term of the Vaughan Public Library Board.

**MOVED BY:** M. Iafrate

**SECONDED BY:** L. Pavese

**MOTION CARRIED.**

11. **UPCOMING EVENTS & MEETINGS**

- City of Vaughan 2018 Santafest Parade - Sunday, November 25, 2018
- VPL Staff Appreciation Event – Friday, November 30, 2018, 6:30 pm - Civic Centre Resource Library
- Special Library Board Meeting – date to be advised
- Regular Library Board Meeting – Thursday, December 13, 2018
- Bathurst Clark Resource Library Grand Re-Opening & 25<sup>th</sup> Birthday Party – Sunday, January 20, 2019 – 10:30 am

12. **ADJOURNMENT**

The meeting adjourned at 9:50 pm on a motion by R. Cinelli, seconded by C. Rizzuto.

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*Board Chair*

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*Secretary-Treasurer*