

## BOARD MINUTES

### Board Meeting #15-07

Date: Thursday September 24th, 2015, 7:30pm

Location: Angus Ross Room – Downtown

<b>Attendees:</b>	R. Duhamel (Chair), S. Morales, M. Werenich, C. Virgo, T. Johnston (arrived at 7:50pm), R. Reynolds, R. Junke, A. Davis, C. Vanderkruys, S. Froebel
<b>Regrets:</b>	R. Palmer (Vice-Chair), B. Ward
<b>Note Taker:</b>	K. Bouffard

#### 1. Call to Order and welcomes

- the meeting was called to order at 7:32PM
- Welcome Graeme King, Wade Leblanc, Vanessa Goodfellow and Wayne Collins from the City of Barrie Facilities department.

#### 2. Confirmation of Agenda

- The agenda was confirmed

#### 3. Conflict of Interest

- None declared

#### 4. Board Meeting Minutes

##### 4.1 Adoption of minutes of Board Meeting #15-06 dated June 25th, 2015

- **#15-29 WERENICH - REYNOLDS**  
**THAT** the Minutes of Board Meeting #15-06 dated Thursday Month 00, 2015 be adopted. CARRIED

##### 4.2 Business Arising

- There was no business arising,

#### 5. New Business

##### 5.1 Facility Report – City of Barrie

- City staff gave an update to the Board on projects they are currently working on and what will be coming in the future for the Library branches.
- Facility staff have offered to meet with the Board annually to review items.

##### 5.2 Financial Statements for June, July and August 2015

- **#15-30 JOHNSTON - REYNOLDS**  
**THAT** the Board approves the financial statements for June, July and August. CARRIED

### **5.3 Notice of Trespass Form**

- The Notice of Trespass form wording will be changed to align with the Library Board Conduct Policy.

## **6. Reports**

### **6.1 Report of the Chair**

- The Chair would like to thank everyone involved in the Dragon Boat Festival. It was another successful year.
- We received thank you notes from Fene Campbell and Cathy Bodle.

### **6.2 Better World Books Report**

- The report is very thorough in explaining the Library's process of weeding books.

### **6.3 CEO's Report (June, July and August 2015)**

- Reviewed highlights of the report.
- A question was asked if the three outstanding grievances have been resolved, The CEO reported that they have progressed from step two to step three.
- An update on the Marketing Coordinator position was requested. The Director reported that we are in the process of interviewing candidates.

### **6.4 Library Brochure**

- R. Reynolds is still working on the brochure with several Library staff and will have a presentation for the next Board meeting.
- The Chair thanked Ruth for taking the lead on this project.

### **6.5 TAB Report**

- No members were present

### **6.6 Committee Reports**

#### **6.6.1 Personnel Committee**

- Meeting Dates: Call of the Chair
- There will be a step three grievance meeting on October 8th.

#### **6.6.2 Finance Committee**

- Meeting Dates: Call of the Chair
- The committee met on Wednesday and reviewed the proposed budget. A copy was distributed to the Board.
- **#15-31 JOHNSTON - VIRGO**

**THAT** Board approve the Municipal Operating Grant Request for 2016 in the amount of \$7,357,319 which represents a 3.98% increase over 2015. **CARRIED**

### **6.6.3 Governance Committee**

- Meeting Dates: Call of the Chair
- 2015 policies were distributed for the Board Orientation Binder

### **6.6.4 Community Committee**

- Meeting Dates: Call of the Chair
- The committee will be meeting before every Board meeting October 22<sup>nd</sup> at 6:45 Painswick branch.
- There is a list of upcoming events for the Board to consider attending. The list will be sent to the Board.

## **7. In Camera**

### **7.1 Notice of Trespass Appeal**

- Moved in camera at 9:25pm
- Moved out of camera at 9:30pm
- Rise and report
- **#15-32 WERENICH - JUNKE**

**THAT** The Board denies the Appeal of the Notice of Trespass (Occurrence #86702/86704). **CARRIED**

### **7.2 Anonymous Letter to the Board**

- Moved in camera at 9:30pm
- Moved out of camera at 10pm
- Rise and report
- **#15-33 VIRGO - JOHNSTON**

**THAT** the BPL Board decided that no further discussion or action be required in regards to an anonymous letter received July 2015. **CARRIED**

## **8. Deferred Items**

- Elevator Maintenance (RFP)
- Outstanding Building Maintenance Items
- Strategic Plan


## **9. Correspondence**

## **10. Date of Next Board Meeting:**

Thursday October 22<sup>nd</sup>, 7:30pm, Massie Family Program Room – Painswick

**11. Adjournment**

- The meeting was adjourned at 10pm

  
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**CHAIR** **DATE** Oct 22/15

  
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**SECRETARY** **DATE** Oct 23/2015

## Strategic Priorities

2015-2019 BPL Strategic Priorities	Committee	Update
<b>Budget</b> <ul style="list-style-type: none"> <li>• Integrate strategic plan review/update into the 2016-2019 budgets.</li> <li>• Review library materials budget post 2015.</li> </ul>	<b>Finance</b> <ul style="list-style-type: none"> <li>• Tim Johnston</li> <li>• Catherine Virgo</li> </ul>	
<b>Succession Plan</b> <ul style="list-style-type: none"> <li>• Hire a new CEO in 2015</li> </ul>	<b>Personnel</b> <ul style="list-style-type: none"> <li>• Catherine Virgo (Chair)</li> <li>• Ruth Reynolds</li> <li>• Sergio Morales</li> <li>• Rosslyn Junke</li> </ul>	
<b>Develop a Maintenance Strategy</b> <ul style="list-style-type: none"> <li>• Resolve longstanding maintenance problems in an effective and timely fashion (i.e. front doors, elevator, Angus Ross Room ceiling, leaking windows, etc.).</li> <li>• BPL's inability to obtain facility audits for both Library building to understand, and budget for,</li> </ul>	<b>Finance</b> <ul style="list-style-type: none"> <li>• Tim Johnston</li> <li>• Catherine Virgo</li> </ul>	
<b>Strategic Plan Review</b> <ul style="list-style-type: none"> <li>• Review and update the BPL Strategic Plan.</li> </ul>	<b>Governance/Community</b> <ul style="list-style-type: none"> <li>• Ruth Reynolds (Chair)</li> <li>• Catherine Virgo</li> <li>• Rosslyn Junke</li> <li>• Mike Werenich</li> <li>• John Brassard</li> </ul>	
<b>Holly Branch</b> <ul style="list-style-type: none"> <li>• Determine the appropriate timing to request Council funding for a Holly Branch.</li> <li>• Evaluate site alternatives.</li> <li>• Determine what outside resources are needed to assist BPL in delivering improved library services to Holly.</li> </ul>	<b>Community/Finance</b> <ul style="list-style-type: none"> <li>• Rosslyn Junke</li> <li>• Mike Werenich</li> <li>• John Brassard</li> <li>• Tim Johnston</li> <li>• Catherine Virgo</li> </ul>	
<b>Hewitt's/Salem Branches</b> <ul style="list-style-type: none"> <li>• Develop a library needs template/description to assist City staff when planning Community Centres with integrated library branches.</li> </ul>	<b>Governance</b> <ul style="list-style-type: none"> <li>• Ruth Reynolds (Chair)</li> <li>• Catherine Virgo</li> </ul>	
<b>Board Development &amp; Outreach</b> <ul style="list-style-type: none"> <li>• Strive for meaningful Committee work.</li> <li>• Board professional development</li> <li>• Board community outreach.</li> </ul>	<b>Community/Finance/ Governance</b> <ul style="list-style-type: none"> <li>• Rosslyn Junke</li> <li>• Mike Werenich</li> <li>• John Brassard</li> <li>• Tim Johnston</li> <li>• Catherine Virgo</li> <li>• Ruth Reynolds (Chair)</li> <li>• Catherine Virgo</li> </ul>	