

**Mission Statement**

*Freedom to Discover*

**Strategic Priorities**

*A Community Beacon      Relevant and Responsive  
A Creative and Changing Organization*

**HAMILTON PUBLIC LIBRARY BOARD**

**Regular Board Meeting**

Wednesday, October 17, 2012

Central Library, Board Room

5:30 p.m. Dinner

6:00 p.m. Meeting

**MINUTES**

**PRESENT:** George Geczy, Jennifer Gautrey, Wenda Tulloch, David Simpson, Richard Bagdonas, Councillor Pearson, Councillor Jackson, Nicolas vanVelzen

**REGRETS:** Suzan Fawcett, George Nakamura, Kathy Baker

**STAFF:** Karen Anderson, Paul Takala, Lisa DuPelle, Robin Hewitt, Rebecca Raven, Michael Ciccone, Karen Hartog

**GUESTS:** Maureen Johnson

Mr. Geczy called the meeting to order at 6:07 p.m.

**1. Discussion Period**

- 1.1 The Hamilton Gallery of Distinction Awards dinner is being held on November 7<sup>th</sup>. Board Members interested in attending the dinner should contact Karen Hartog.
- 1.2 Ms Anderson provided an update on the Lynden Branch. It was reported that there will be a slight delay for the completion of the construction project. It is expected that the new Lynden Branch will open in early January 2013.

**2. Acceptance of the Agenda**

**MOVED** by Councillor Pearson, seconded by Ms Gautrey,

**THAT THE AGENDA BE ACCEPTED AS PRESENTED.**

**MOTION CARRIED.**

**3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, September 19, 2012**

**MOVED** by Mr. vanVelzen, seconded by Ms Tulloch,

**THAT THE MINUTES OF WEDNESDAY, SEPTEMBER 19, 2012 MEETING BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

**4. Presentations**

4.1 Summer Reading Program – RR

Ms Johnson and Ms Raven provided an overview of the 2012 Summer Reading Club program. A new approach for the program was developed in 2012. Board Members expressed their gratitude and excitement for the new program to all involved HPL staff.

4.2 Social Media Update – MC

Mr. Ciccone reported on the various social media formats available in providing the public with HPL news. The most followed formats are Twitter and Facebook.

**5. Consent Items**

No consent items.

## 6. Business Arising

### 6.1 Capital Budget – RH

**MOVED** by Ms Gautrey, seconded by Ms Tulloch,

**THAT IN ADDITION TO THE CAPITAL BUDGET PREVIOUSLY APPROVED, THE LIBRARY BOARD APPROVE THE CAPITAL BUDGET SUBMISSION TO THE CITY OF HAMILTON FOR 2013 AS INDICATED IN TABLE 1.**

**THAT IN ADDITION TO THE RESERVE ALLOCATION PREVIOUSLY APPROVED IN SEPTEMBER 2012, THE LIBRARY BOARD APPROVE THE ALLOCATION OF LIBRARY RESERVES FUNDS AS INDICATED IN TABLE 1 FOR 2013.**

**TABLE 1: CAPITAL BUDGET SUBMISSION 2013**

<b>LOCATION</b>	<b>FUNDED FROM DC'S</b>	<b>FUNDED FROM LIBRARY RESERVES</b>	<b>TOTAL</b>
WATERDOWN (FURNISHINGS)	260,000	40,000	<b>300,000</b>

**MOTION CARRIED.**

## 7. Correspondence

No correspondence.

## 8. Reports

### 8.1 Chief Librarians Report

**MOVED** by Mr. Simpson, seconded by Councillor Pearson,

**THAT THE REPORT BE RECEIVED FOR INFORMATION.**

**MOTION CARRIED.**

8.2 Report from the Audit Committee

**MOVED** by Mr. Simpson , seconded by Mr. Geczy,

**THAT THE MINUTES OF WEDNESDAY, OCTOBER 9, 2012 MEETING BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

**MOVED** by Mr. Simpson, seconded by Councillor Jackson,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE FOLLOWING PROTOCOLS REGARDING THE APPROVAL PROCESS FOR CHIEF LIBRARIAN EXPENSES.**

1. **ALL TRAVEL EXPENSES GREATER THAN \$2,000 BE APPROVED BY THE BOARD CHAIR OR VICE CHAIR.**
2. **ALL MONTHLY P-CARD (VISA) EXPENDITURE REPORTS BE SIGNED OFF BY THE BOARD CHAIR OR VICE CHAIR.**

**MOTION CARRIED.**

**9. New Business**

9.1 CNIB Digital Hub - PT

**MOVED** by Councillor Jackson, seconded by Ms Gautrey,

**THAT THE HAMILTON PUBLIC LIBRARY AGREES THAT PUBLIC LIBRARY SERVICE IS A CRITAL COMPONENT TO EQUITABLE ACCESS TO PUBLISHED MATERIALS.**

**THAT THE HAMILTON PUBLIC LIBRARY ENDORSES THE PRINCIPLE THAT CANADIANS WITH PRINT DISABILITIES SHOULD NOT NEED TO RELY ON A CHARITY TO RECEIVE LIBRARY SERVICE AND THAT THE CURRENT DIGITAL HUB MODEL PROPOSED BY THE CNIB SHOULD RECEIVE ONGOING FUNDING FROM THE FEDERAL AND PROVINCIAL GOVERNMENTS.**

**THAT THE HAMILTON PUBLIC LIBRARY ENDORSES THE PUBLIC LIBRARY COMMUNITY WORKING WITH THE CNIB ON THEIR DIGITAL HUB PROPOSAL TO DEVELOP AN EQUITABLE DISTRIBUTION MODEL FOR ACCESSIBLE FORMATS FOR ALL CANADIANS.**

**MOTION CARRIED.**

9.2 Operating Budget 2012 Update - RH

**MOVED** by Councillor Pearson, seconded by Mr. Bagdonas,

**THAT BUDGET VARIANCE REPORT AS AT AUGUST 31ST, 2012 AND ESTIMATE TO DECEMBER 31, 2012 BE RECEIVED.**

**MOTION CARRIED.**

9.3 Operating Budget 2013 - RH

**MOVED** by Mr. vanVelzen , seconded by Ms Gautrey,

**THAT THE ATTACHED 2013 DRAFT OPERATING BUDGET BE ACCEPTED FOR INFORMATION.**

**MOTION CARRIED.**

9.4 Library Hours – KA

**MOVED** by Councillor Jackson, seconded by Ms Tulloch,

**THAT THE ATTACHED PUBLIC SERVICE HOURS REPORT BE ACCEPTED FOR INFORMATION AND COMMENT.**

**MOTION CARRIED.**

## **10. Private and Confidential**

No private and confidential items.

**11. Date of Next Meeting**

Wednesday, November 21, 2012

***Central Library, Board Room, 5<sup>th</sup> Floor***

5:30 p.m. Dinner

6:00 p.m. Meeting

**12. Adjournment**

**MOVED** by Ms Gautrey, seconded by Mr. Bagdonas,

**THAT THE MEETING OF WEDNESDAY, OCTOBER 17, 2012 BE  
ADJOURNED.**

**MOTION CARRIED.**

The meeting was adjourned at 8:40 pm

Minutes recorded by Karen Hartog.