

**Mission Statement**  
*Freedom to Discover*

**Strategic Priorities**  
*A Community Beacon Relevant and Responsive*  
*Learning and Innovative Organization*

**HAMILTON PUBLIC LIBRARY BOARD**

Regular Board Meeting  
Wednesday, September 16, 2020  
Central Library, Board Room

6:00 PM Meeting

**MINUTES**

**VIDEO**

**PRESENT:**

N. van Velzen, E. Bowen, R. Coruzzi, J. Kirkpatrick, H. Dhaliwal, S. Laurie, Councillor Pearson, L. Spence-Smith

**STAFF:**

P. Takala, S. Fahim, L. Weaver, D. Wark, T. Del Monaco, L. DuPelle, K. Dennie

**REGRETS:**

Councillor Partridge

**Guests: Alyssa Seul**

**Time to Order:**

N. van Velzen called the meeting to order at 6:01 pm.

**1. Discussion Period**

**1.1 Land Acknowledgment - NV**

The Hamilton Public Library is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee(pronounced “Hau-dee-no-sho-nay”) and

Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek (pronounced “Ah-nish-ih-naw-bek”) to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation. Today, Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.

- 1.2 Moment of Silence in memory of Vikki Cecchetto, former Library Board Trustee

Members of the Library Board shared their stories of Library Board Member, Vikki Cecchetto, who passed away on September 4, 2020.

- 1.3 Introduction of Alyssa Seul - DW

Ms Wark introduced Alyssa Seul a recently appointed HPL Manager.

## **2. Acceptance of Agenda**

**MOVED** by Lori-Anne Spence-Smith, seconded by Stu Laurie,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD ADOPT THE AGENDA AS PRESENTED.**

**MOTION Passed**

## **3. Minutes**

- 3.1 Minutes of the Hamilton Public Library Board Meeting of Wednesday, June 17, 2020 - KD - Attachment #3.1

**MOVED** by Elly Bowen, seconded by C.A. Klassen,

**THAT THE MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, JUNE 17, 2020 BE ADOPTED AS PRESENTED.**

**MOTION Passed**

**4. Declaration of Conflict**

No board members declared a conflict of interest.

**5. Presentations**

There were no presentations.

**6. Consent Items**

**MOVED** by Robert Coruzzi, seconded by Lori-Anne Spence-Smith,

**THAT CONSENT ITEM 6.1 BE ADOPTED AS PRESENTED.**

**MOTION Passed**

6.1 Upcoming and Outstanding Agenda Items - PT - Attachment #6.1

That the Hamilton Public Library Board receive the upcoming and outstanding items report for information.

**7. Business Arising**

7.1 2020 Operating Budget Variance Report - TD - Attachment #7.1

**MOVED** by Robert Coruzzi, seconded by Elly Bowen,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE 2020 OPERATING BUDGET VARIANCE REPORT FOR INFORMATION.**

**MOTION Passed**

7.2 COVID-19 Response and Planning Report - PT - Attachment #7.2

**MOVED** by Lori-Anne Spence-Smith, seconded by C.A. Klassen,

**THAT THE LIBRARY BOARD RECEIVE THIS REPORT FOR INFORMATION AND COMMENT.**

**MOTION Passed**

7.3 Service Hours Strategy Report - PT - Attachment #7.3

**MOVED** by Lori-Anne Spence-Smith, seconded by Elly Bowen,

**THAT THE LIBRARY BOARD ENDORSE THE SERVICE HOURS STRATEGY REPORT.**

**MOTION Passed**

**8. Correspondence**

There was no library board correspondence.

**9. Report**

9.1 Mid-year Progress Report - PT - Attachment #9.1

**MOVED** by Stu Laurie, seconded by C.A. Klassen,

**THAT THE LIBRARY BOARD RECEIVE THE MID-YEAR PROGRESS REPORT FOR REVIEW AND COMMENT.**

**MOTION Passed**

9.2 Q2 Metrics Report - TD - Attachment #9.2

**MOVED** by John Kirkpatrick, seconded by Lori-Anne Spence-Smith,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE 2020 2ND QUARTER METRICS REPORT FOR INFORMATION.**

**MOTION Passed**

9.3 Chief Librarian Report - PT - Attachment #9.3

**MOVED** by Stu Laurie, seconded by Maria Pearson,

**THAT THE LIBRARY BOARD RECEIVE THE CHIEF LIBRARIAN REPORT FOR SEPTEMBER 2020.**

**MOTION Passed**

9.4 Capital Budget Variance Report - TD - Attachment #9.4

**MOVED** by Lori-Anne Spence-Smith, seconded by Maria Pearson,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE CAPITAL VARIANCE REPORT FOR INFORMATION.**

**MOTION Passed**

9.5 Reserves and Trust Status Update - TD - Attachment #9.5

**MOVED** by John Kirkpatrick, seconded by Robert Coruzzi,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE LIBRARY RESERVES & TRUSTS STATUS UPDATE REPORT FOR INFORMATION.**

**MOTION Passed**

## **10. New Business**

10.1 Capital Budget Submission - TD - Attachment #10.1

**MOVED** by Stu Laurie, seconded by Robert Coruzzi,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE A 2021 CAPITAL BUDGET SUBMISSION TO THE CITY OF HAMILTON FOR \$1,000,000 IN DEVELOPMENT CHARGE FUNDING FOR THE VALLEY PARK LIBRARY EXPANSION PROJECT 7501741601. THAT THE FUTURE 10-YEAR CAPITAL BUDGET PROJECTION ATTACHED TO THIS REPORT BE SUBMITTED TO THE CITY OF HAMILTON FOR INCLUSION IN THE 2021 CAPITAL BUDGET 10-YEAR PLAN.**

**MOTION Passed**

10.2 Printer Fleet Refresh and Central Sorter Expansion - SF/TD - Attachment #10.2

**MOVED** by Lori-Anne Spence-Smith, seconded by C.A. Klassen,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVES: 1. THE REPLACEMENT OF 29 PRINTERS IN THE SECOND WAVE OF THE PRINTER FLEET REFRESH CYCLE FOR A TOTAL COST NOT TO EXCEED \$97,000 TO BE FUNDED FROM THE LIBRARY'S GENERAL DEVELOPMENT RESERVE #106007. 2.**

**THE EXPANSION OF THE SORTER AT CENTRAL TO A 25 BIN-SORTER, AUTOMATIC HOLD-SLIP APPLICATOR, RELATED ENHANCEMENTS AND FACILITIES CHARGES TO ENABLE THE SAFE AND EFFICIENT MOVEMENT OF MATERIALS ACROSS THE LIBRARY SYSTEM FOR A TOTAL COST NOT TO EXCEED \$500,000 TO BE FUNDED FROM THE LIBRARY'S COLLECTIONS RESERVE #106006.**

**MOTION Passed**

10.3 Holiday Closures for Following Year - LD - Attachment #10.3

**MOVED** by Elly Bowen, seconded by Stu Laurie,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVES THE FOLLOWING CHRISTMAS/NEW YEARS CLOSURE PERIODS FOR 2021: ALL LOCATIONS OF THE HAMILTON PUBLIC LIBRARY WILL CLOSE ON DECEMBER 24TH AND WILL REMAIN CLOSED THROUGH TO DECEMBER 27TH AND THAT THE LIBRARY REOPEN ON DECEMBER 28TH. ALL LOCATIONS OF THE HAMILTON PUBLIC LIBRARY WILL BE CLOSED DECEMBER 31, 2021 AT 1 PM AND WILL REOPEN JANUARY 4, 2022.**

**MOTION Passed**

**11. Policies**

**12. Private and Confidential**

**MOVED** by L. Spence-Smith, seconded by E. Bowen,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS LABOUR RELATIONS CONTRACT NEGOTIATIONS AND A PERSONAL MATTER ABOUT AN IDENTIFIABLE INDIVIDUAL.**

**MOTION Passed.**

**MOVED** by Robert Coruzzi, seconded by Maria Pearson,

**THAT THE IN-CAMERA SESSION BE ADJOURNED.**

**MOTION Passed**

12.1 Labour Relations - Contract Negotiations LD/PT

12.2 Personal Matter about an Identifiable Individual - LD

**13. Date of Next Meeting**

13.1 Wednesday, October 21, 2020, 6:00 pm Meeting

**14. Adjournment**

The meeting was adjourned at 8:40 pm.

**MOVED** by Robert Coruzzi, seconded by Elly Bowen,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF  
WEDNESDAY, SEPTEMBER 16, 2020 BE ADJOURNED.**

**MOTION Passed**

Minutes recorded by Karen Hartog