

**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, March 21, 2018  
Central Library, Board Room

5:30 PM Dinner

6:00 PM Meeting

**MINUTES**

**VIDEO**

**STAFF:**

P. Takala, L. Barrie, L. DuPelle, K. Anderson, S. Fahim, T. Del Monaco

Present: L. Spence-Smith, S. Fawcett, D. Brown, V. Cecchetto, J. Gautrey, J. Kirkpatrick, M. Leach, Councillor Partridge, Councillor Pearson, C. Wagner

**REGRETS:**

George Geczy

**Guests:**

Lisa Radha Weaver, Krystin Parkinson, Monica Socol

**Time to Order:**

Ms Spence-Smith called the meeting to order at 6:00 p.m.

**1. Discussion Period**

1.1 Introduction of Lisa Weaver

## 1.2 Introduction of Krystin Parkinson

### 2. Acceptance of Agenda

**MOVED** by Jennifer Gautrey, seconded by Mary Ann Leach,

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

**MOTION Passed**

### 3. Minutes

3.1 Minutes of February 21, 2018 Library Board Meeting - Attachment #3

**MOVED** by Maria Pearson, seconded by John Kirkpatrick,

**THAT THE MINUTES OF THE FEBRUARY 21, 2018 MEETING BE ADOPTED AS PRESENTED.**

**MOTION Passed**

### 4. Declaration of Conflict

No board members declared a conflict of interest.

### 5. Presentations

5.1 Event Management and Scheduling - SF/MS

Ms Fahim and Ms Socol provided a presentation on event management and scheduling

### 6. Consent Items

**MOVED** by Clare Wagner, seconded by Vikki Cecchetto,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE  
CONSENT ITEMS 6.1 AND 6.2**

**MOTION Passed**

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

That the Hamilton Public Library Board receive this report.

6.2 Health & Safety Policy (2nd Review) - LD - Attachment #6.2

That the Hamilton Public Library Board approve the policy.

### 7. Business Arising

7.1 Carlisle Branch Expansion - TD - Attachment #7.1

**MOVED** by John Kirkpatrick, seconded by Judi Partridge,

**THAT THE LIBRARY BOARD APPROVE THE USE OF UP TO \$250,000 FROM RESERVE#106008 LIBRARY MAJOR CAPITAL PROJECTS TO FUND A DETAILED DESIGN FOR THE CARLISLE BRANCH EXPANSION PROJECT.**

**MOTION Passed**

**8. Correspondence**

8.1 Potential Expression of Interest - Pier 8 - PT - Attachment #8.1

**MOVED** by Jennifer Gautrey, seconded by Maria Pearson,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE ATTACHED CORRESPONDENCE.**

**MOTION Passed**

**9. Report**

9.1 Report from the Audit Committee - TD - Attachment #9.1

**MOVED** by Vikki Cecchetto, seconded by Doug Brown,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE REPORT FROM THE AUDIT COMMITTEE.**

**MOTION Passed**

9.2 Year End Surplus Report - TD - Attachment #9.2

Library Board members deferred the motion "That \$100,000 be transferred from the General Development Reserve #106007 to capital for the Westdale Flooring Replacement project."

**MOVED** by Mary Ann Leach, seconded by Doug Brown,

**THAT THE 2017 YEAR-END NET OPERATING SURPLUS OF \$166,820 BE TRANSFERRED TO THE GENERAL DEVELOPMENT RESERVE #106007.**

**MOTION Passed**

9.3 Reserves Report Update - TD - Attachment #9.3

**MOVED** by Mary Ann Leach, seconded by Suzan Fawcett,

**THAT THE 2017 YEAR END LIBRARY RESERVES STATUS BE RECEIVED FOR INFORMATION.**

**MOTION Passed**

9.4 Annual Report on Partnerships - PT - Attachment #9.4

**MOVED** by John Kirkpatrick, seconded by Mary Ann Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THIS REPORT FOR INFORMATION AND FEEDBACK.**

**MOTION Passed**

9.5 Chief Librarian's Report- PT - Attachment #9.5

**MOVED** by Jennifer Gautrey, seconded by Mary Ann Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE MARCH CHIEF LIBRARIAN REPORT.**

**MOTION Passed**

**10. New Business**

**11. Policies**

11.1 Naming Opportunities Policy (2nd Review) - TD - Attachment #11.1

**MOVED** by Doug Brown, seconded by Vikki Cecchetto,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE ATTACHED NAMING OPPORTUNITIES POLICY.**

**MOTION Passed**

**12. Private and Confidential**

**MOVED** by Vikki Cecchetto, seconded by Jennifer Gautrey,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS AN ITEM WITH AN IDENTIFIABLE INDIVIDUAL.**

**MOTION Passed**

12.1 Discussion of an Identifiable Individual - Naming Suggestion

**MOVED** by Vikki Cecchetto, seconded by Jennifer Gautrey,

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

**MOTION Passed**

**13. Date of Next Meeting**

13.1 Wednesday, April 18, 2018 - 5:30 p.m. Dinner, 6:00 p.m. Meeting,  
Central Library, Board Room,

**14. Adjournment**

The meeting was adjourned at 7:35 p.m.

**MOVED** by John Kirkpatrick, seconded by Mary Ann Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF  
WEDNESDAY, MARCH 21, 2018 BE ADJOURNED.**

**MOTION Passed**

Minutes recorded by Karen Hartog