



Aurora Public Library Board

MINUTES of MEETING

Wednesday, April 18, 2018

The Aurora Public Library Board held its regular meeting on Wednesday, April 18, 2018 in the Marjorie Andrews Room of the Aurora Public Library, 15145 Yonge Street, Aurora, Ontario.

Present: Nancy Eveleigh Browne (Chair), Tom Connor, Elaine Copsey, C. Jan Freedman, Councillor Sandra Humfryes, Councillor Paul Pirri, Rino Roncadin, Greg Smith (Vice Chair)

Regrets: Councillor Harold Kim

Chief Executive Officer: Jill Foster

Staff: Reccia Mandelcorn, Manager, Community Collaboration; Ashley Nunn-Smith, Manager of Content, Access and Innovation; Julie Rocca, Business Manager; Khuan Seow, Manager, Technology & Operations Support, Catherine Barker, HR Coordinator/EA/Recorder

The Chair called the meeting to order at 07:01 p.m.

1. Adoption of Agenda

MOTION: **18.04.41**

Moved by: E. Copsey

Seconded by: R. Roncadin

CARRIED

THAT the Agenda be adopted.

2. Disclosure of Interest

There were no disclosures of interest.

3. Approval of Minutes:

.1 Regular meeting of March 21, 2018.

MOTION: **18.04.42**

Moved by: J. Freedman

Seconded by: T. Connor

CARRIED

THAT the Minutes of the March 21, 2018 meeting be approved.

4. Reports

.1 First Quarter Operations Report SR2018.15

A staff report was issued prior to the meeting.

MOTION: **18.04.43**

Moved by: G. Smith

Seconded by: R. Roncadin

CARRIED

THAT the Aurora Public Library Board receives *the First Quarter Operations Report to March 31, 2018* as information.

Councillor Paul Pirri arrived at 07:04 pm

.2 First Quarter Use Indicators Report SR2018.16

A staff report was issued prior to the meeting.

MOTION: **18.04.44**

Moved by: R. Roncadin

Seconded by: J. Freedman

CARRIED

THAT the Aurora Public Library Board receives the *First Quarter Use Indicators Report to March 31, 2018* as information.

Councillor Sandra Humfryes arrived 07:11 pm

.3 First Quarter Financial Report SR2018.17

A staff report was issued prior to the meeting.

MOTION: **18.04.45**

Moved by: E. Copsy

Seconded by: T. Connor

CARRIED

THAT the Aurora Public Library *Financial Statement for the period ending March 31, 2018* be received.

.4 Use of Corporate Resources for Election Purposes Policy Report SR2018.18

A staff report was issued prior to the meeting.

MOTION: **18.04.46**

Moved by: R. Roncadin

Seconded by: Councillor P. Pirri

CARRIED

THAT the Aurora Public Library Board adopt, as amended, the Town of Aurora's *Use of Corporate Resources for Election Purposes Policy* as described in this report.

MOTION: **18.04.47**

Moved by: R. Roncadin

Seconded by: J. Freedman

CARRIED

THAT the Aurora Public Library Board amend the Town of Aurora's *Use of Corporate Resources for Election Purposes Policy* to incorporate wording specific to the purpose of the policy as it relates to the Aurora Public Library Board and staff.

.5 SOLS Trustee Council Report

No Report. The SOLS Meeting scheduled for Saturday, April 14 in Oshawa was cancelled due to inclement weather. Next date is May 12, or 26.

5. Library Development Issues

.1 APL Space Improvement Project: Jill Foster reported that the RFP will be issued Thursday, April 19, and closes Friday, May 4. The successful proponent should be awarded by Friday, May 11.

.2 Library Square Development Status Update: Nancy Eveleigh Browne provided an update. She and J. Foster have attended two productive meetings with M. Ramunno, Director of Planning & Development Services, and D. Leinster from The Planning Partnership. At a meeting held this morning, various stakeholders were in attendance and reviewed options for the design of the area and for the community use building. Some key features: two accessible parking spots close to the Library entrance, one-way access off Yonge Street on the north side of the building, and a roundabout for drop-offs and pick-ups. Library delivery vehicles will use designated spots on Church Street with access via a covered walkway to the Shipping and Receiving doors.

MOTION: **18.04.48**

Moved by: Councillor P. Piri

Seconded by: R. Roncadin

CARRIED

THAT the Aurora Public Library Board receive the verbal reports regarding APL's Space Improvement Project and Library Square Development Status.

6. CEO Recruitment Committee Update

Tom Connor, Chair of the CEO Recruitment Committee, provided an update to the Board on the status of the recruitment. The contract has been awarded to the successful proponent, Dysart & Jones Associates, and an initial meeting with the consultants was held on Wednesday, April 4. The timeline for the entire process was discussed and key dates for meetings and interviews were confirmed.

MOTION: **18.04.49**

Moved by: R. Roncadin

Seconded by: Councillor S. Humfryes

CARRIED

THAT the Aurora Public Library Board receive the verbal report presented by the Chair of the CEO Recruitment Committee.

7. Library Board Member Recruitment, 2018-2022

N. Eveleigh Browne presented a draft proposal for recruiting new Board members along with some background information. It was requested that a Board member take on this project. Elaine Copsey agreed to review the information provided and draft a procedure for the Board's review at a later date.

8. Member Announcements

R. Roncadin, as Chair of the Finance Sub-Committee, reminded the Board that the sub-committee will need to meet in August, pending budget advice from the Town.

9. Date of Next Meeting

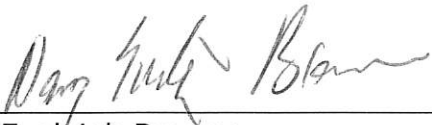
MOTION: **18.04.50**
Moved by: G. Smith
Seconded by: Councillor P. Pirri
CARRIED

THAT due to the absence of the CEO on May 16, the date of the next meeting be changed from May 16 to Wednesday, May 9 at 07:00 p.m.

10. Adjournment

MOTION: **18.04.51**
Moved by: J. Freedman
Seconded by: E. Copesey
CARRIED

THAT the meeting be adjourned at 08:43 p.m.



N. Eveleigh Browne
Chair



J. Foster
Chief Executive Officer