



Aurora Public Library Board

MINUTES of MEETING

Wednesday, February 21, 2018

The Aurora Public Library Board held its regular meeting on Wednesday, February 21, 2018 in the Marjorie Andrews Room of the Aurora Public Library, 15145 Yonge Street, Aurora, Ontario.

Present: Elaine Copsey, Tom Connor, C. Jan Freedman, Councillor Harold Kim, Rino Roncadin, Greg Smith (Vice Chair)

Regrets: Nancy Eveleigh Browne (Chair), Councillor Sandra Humfries, Councillor Paul Pirri

Chief Executive Officer: Jill Foster

Staff: Jo-Anne Jordan, Manager, Customer Opportunity; Reccia Mandelcorn, Manager, Community Collaboration; Ashley Nunn-Smith, Manager, Content, Access & 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 07:04 p.m.

1. Adoption of Agenda

MOTION: **18.02.14**
Moved by: T. Connor
Seconded by: R. Roncadin
CARRIED

THAT the revised Agenda be adopted.

2. Disclosure of Interest

There were no disclosures of interest.

3. Approval of Minutes:

.1 Regular meeting of January 17, 2018.

MOTION: **18.02.15**
Moved by: R. Roncadin
Seconded by: J. Freedman
CARRIED

THAT the Minutes of the January 17, 2018 meeting be approved.

4. Correspondence

Copies of correspondence were circulated for information.

- .1 Jill Foster January 2018
CEO, Aurora Public Library
Re: Appointment as Minister of Tourism, Culture and Sport
- .2 Nancy Eveleigh Browne January 2018
Chair, Aurora Public Library Board
Re: Resignation of CEO
- .3 Nancy Eveleigh Browne January 2018
Chair, Aurora Public Library Board
Re: Resignation of CEO

MOTION: **18.02.16**
Moved by: J. Freedman
Seconded by: R. Roncadin
CARRIED

THAT the correspondence be received as information.

5. Reports

- .1 **Public Art Policy Report SR2018.05**
A staff report was issued prior to the meeting.

MOTION: **18.02.17**
Moved by: R. Roncadin
Seconded by: Councillor H. Kim
CARRIED

THAT the revised *Public Art Policy dated February 21, 2018* be approved.

- .2 **Complaint Handling Policy Report SR2018.06**
A staff report was issued prior to the meeting.

MOTION: **18.02.18**
Moved by: R. Roncadin
Seconded by: Councillor H. Kim
CARRIED

THAT the *Complaint Handling Policy dated February 21, 2018* be approved.

- .3 **Teen's Rights Report SR2018.07**
A staff report was issued prior to the meeting.

MOTION: **18.02.19**
Moved by: Councillor H. Kim
Seconded by: R. Roncadin
CARRIED

THAT the Library Board endorse the *OLA Statement on Teen's Rights in the Public Library*.

.4 Library Data Analysis Tools Report SR2018.08

A staff report was issued prior to the meeting.

MOTION: **18.02.20**
Moved by: J. Freedman
Seconded by: T. Connor
CARRIED

THAT the Library Data Analysis Tools Report dated February 21, 2018 be received.

MOTION: **18.02.21**
Moved by: Councillor H. Kim
Seconded by: R. Roncadin
CARRIED

THAT staff investigate two of the vendors for an outline of the services and options they provide that would be beneficial to the Library, to include a cost to purchase.

6. Library Development Issues

.1 APL Space Improvement Project – Proposed Work Schedule

MOTION: **18.02.22**
Moved by: J. Freedman
Seconded by: T. Connor
CARRIED

THAT the Board receive the *Proposed Schedule of Work from Perkins + Will* as information.

.2 Library Square Development Status Update: Jill Foster reported that there have been no further updates regarding Library Square. There was a discussion amongst Board members present reiterating their concerns that decisions will be made without consultation or consideration from the Library, specifically regarding accessibility and parking.

7. Resolution to Move Into a Closed Session

MOTION: **18.02.23**
Moved by: R. Roncadin
Seconded by: J. Freedman
CARRIED

THAT the Board move into Closed Session.

At 08:05 p.m., the Board moved into Closed Session.

MOTION: **18.02.24**
Moved by: R. Roncadin
Seconded by: J. Freedman
CARRIED

THAT the Board return to Open Session.

At 09:00 p.m., the Board returned to Open Session

MOTION: **18.02.25**
Moved by: R. Roncadin
Seconded by: Councillor H. Kim
CARRIED

THAT the Library Board approve the draft RFP from Perkins + Will, subject to approval from the Town Solicitor based on APL's Procurement Policy.

MOTION: **18.02.26**
Moved by: R. Roncadin
Seconded by: J. Freedman
CARRIED

THAT the *CEO Recruitment Report dated February 21, 2018* be approved, and

THAT the Library Board approve the *Request for Proposal for an Executive Search Consultant* presented by the CEO Recruitment Committee, and

THAT the Library Board authorize the CEO Recruitment Committee to select an executive search consultant based upon an invitational RFP with an upset cost not to exceed \$30,000.00, exclusive of HST, and

THAT the Library Board approve the appointment of Library Board Member Tom Connor to the CEO Recruitment Committee, and

THAT the Library Board approve the appointment of Town of Aurora CAO Doug Nadorozny as a non-voting member of the CEO Recruitment Committee.

8. Member Announcements

Rino Roncadin expressed his thanks to the Board for the opportunity to attend the OLBA Boot Camp at the OLA Super Conference on February 3. There was a lot of good information shared on preparing a board legacy document, qualities of a good board member, and CEO recruitment.

Jill Foster shared that Jo-Anne Jordan, Manager of Customer Opportunity, has issued her retirement notice as of March 31, 2018. The Board extended their gratitude to Jo-Anne for her 30 plus years of service to the Library, and wished her well on her retirement.

Greg Smith wanted to thank Jill Foster, Reccia Mandelcorn, Cindy Shaver and the Library for their support for the Aurora Winter Blues Festival. It has been a very good partnership.

9. Date of Next Meeting

The next meeting is scheduled for Wednesday, March 21, 2018 at 7:00 p.m.

10. Adjournment

MOTION: **18.02.27**
Moved by: R. Roncadin
Seconded by: J. Freedman
CARRIED

THAT the meeting be adjourned at
09:05 p.m.



N. Eveleigh Browne
Chair



J. Foster
Chief Executive Officer