



## **Aurora Public Library Board**

### **MINUTES of MEETING**

**Wednesday, May 09, 2018**

The Aurora Public Library Board held its regular meeting on Wednesday, May 09, 2018 in the Marjorie Andrews Room of the Aurora Public Library, 15145 Yonge Street, Aurora, Ontario.

Present: Nancy Eveleigh Browne (Chair), Tom Connor, C. Jan Freedman, Councillor Sandra Humfryes, Councillor Harold Kim, Rino Roncadin, Greg Smith (Vice Chair)

Regrets: Elaine Copsey, Councillor Paul Pirri

Guest: Lucas Cugalj

Chief Executive Officer: Jill Foster

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

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The Chair called the meeting to order at 07:02 p.m.

#### **1. Adoption of Agenda**

MOTION: **18.05.52**  
Moved by: R. Roncadin  
Seconded by: T. Connor  
CARRIED

**THAT** the Agenda be adopted.

#### **2. Disclosure of Interest**

There were no disclosures of interest.

#### **3. Approval of Minutes:**

.1 Regular meeting of April 18, 2018.

MOTION: **18.05.53**  
Moved by: J. Freedman  
Seconded by: T. Connor  
CARRIED

**THAT** the Minutes of the April 18, 2018 meeting be approved.

#### **4. Demonstration**

**.1 Ashley Nunn-Smith, Manager, Content, Access and Innovation**

Re: Online Video Tutorials Through Lynda.com® A LinkedIn Company

Nancy Eveleigh Browne introduced Ashley Nunn-Smith, Manager of Content, Access and Innovation who did a brief demonstration on the recent addition to APL's online resources of Lynda.com®. Offering self-paced and self-led online video tutorials on a wide range of topics from the basic level to more advanced, there is something for everyone. Based on an annual subscription, users have unlimited access.

#### **5. Reports**

**.1 APL Procedural By-Law Review Report SR2018.19**

A staff report was issued prior to the meeting.

MOTION: **18.05.54**

Moved by: Councillor S. Humfryes

Seconded by: Councillor H. Kim

CARRIED

**THAT** the revised *Aurora Public Library Board Procedural By-Law dated May 09, 2018* be approved.

**.2 Staff Development Day 2018 Report SR2018.20**

A staff report was issued prior to the meeting.

MOTION: **18.05.55**

Moved by: J. Freedman

Seconded by: T. Connor

CARRIED

**THAT** the *Library Staff Development Day 2018 Report* be received as information.

#### **6. Library Development Issues**

.1 APL Space Improvement Project: Jill Foster had hoped to have an update from Perkins + Will regarding the RFP, however not all of the details were finalized prior to today's meeting. The construction contract will be determined on May 11. Once the recommendation has been received, an email will be sent out for the Board to approve.

.2 Library Square Development Status Update: The Board discussed the Library Square development.

MOTION: **18.05.56**

Moved by: R. Roncadin

Seconded by: T. Connor

CARRIED

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

**7. CEO Recruitment Committee Update**

Tom Connor, Chair of the CEO Recruitment Committee provided an update on the recruitment process. The ads were posted on various municipal and not-for-profit job boards, as well as the SOLS and the Town website. Applications closed on May 13. We are on target as per the scheduled timeline from Dysart and Jones. The next Committee meeting will be May 29, followed by interviews in June.

MOTION: **18.05.57**  
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.

**8. Discussion – Hours of Service**

A discussion took place regarding the possibility of extending the Library’s hours of service. In addition to budgetary issues, staff must also consider community needs and staffing levels. A request was made to staff to develop scenarios for consideration by the Finance Sub-committee.

**9. Member Announcements**

Rino Roncadin will be attending the rescheduled SOLS Trustee Council meeting on May 12 in Oshawa.

Members of the Board were extended an invitation to assist with the Library’s booth at the Aurora Street Festival on June 03. Interested members were asked to contact Maida Rae indicating their preferred time to participate.

Members of the Board were extended an invitation to march in the Pride Parade on June 16. Interested members were asked to contact R. Mandelcorn to confirm their intention to participate.

**10. Date of Next Meeting**

The next meeting is scheduled for Wednesday, June 20, 2018 at 7:00 p.m.

**11. Adjournment**

MOTION: **18.05.58**  
Moved by: R. Roncadin  
Seconded by: J. Freedman  
CARRIED

**THAT** the meeting be adjourned at 08:12 p.m.

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N. Eveleigh Browne  
Chair

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J. Foster  
Chief Executive Officer