



## **Aurora Public Library Board**

### **MINUTES of MEETING**

**Wednesday, June 20, 2018**

The Aurora Public Library Board held its regular meeting on Wednesday, June 20, 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 Harold Kim, Rino Roncadin

Regrets: Councillor Sandra Humfryes, Councillor Paul Pirri, Greg Smith (Vice Chair)

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, Maida Rae, HR Coordinator/EA/Recorder

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The Chair called the meeting to order at 07:00 p.m.

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

MOTION: **18.06.59**  
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. Presentation**

- .1 Andrea Nauss, CPA, CA, Manager BDO Canada, LLP  
Re: 2017 Audited Financial Statements and SR2018.21

Nancy Eveleigh Browne welcomed Andrea Nauss of BDO Canada and asked her to present the 2017 Audited Financial Statements.

MOTION: **18.06.60**  
Moved by: J. Freedman  
Seconded by: R. Roncadin  
CARRIED

**THAT** the Audited Financial Statements as of December 31, 2017 be approved.

#### **4. Approval of Minutes:**

.1 Regular meeting of May 9, 2018.

MOTION: **18.06.61**  
Moved by: E. Copsey  
Seconded by: R. Roncadin  
CARRIED

**THAT** the Minutes of the May 9, 2018 meeting be approved.

#### **5. Reports**

.1 ***APLB General Records and Personal Information Banks Policy Review Report SR2018.22***

A staff report was issued prior to the meeting.

MOTION: **18.06.62**  
Moved by: T. Connor  
Seconded by: R. Roncadin  
CARRIED

**THAT** the revised *General Records and Personal Information Banks Policy* dated June 20, 2018 be approved.

.2 ***Circulation and Fees Policy Amendment Report SR2018.23***

A staff report was issued prior to the meeting.

MOTION: **18.06.63**  
Moved by: R. Roncadin  
Seconded by: T. Connor  
CARRIED

**THAT** the revised *Circulation and Fees Policy* dated June 20, 2018 be approved

*Councillor Harold Kim arrived at 7:25 p.m.*

.3 ***2017 Collection Summary Report SR2018.24***

A staff report was issued prior to the meeting.

MOTION: **18.06.64**  
Moved by: J. Freedman  
Seconded by: T. Connor  
CARRIED

**THAT** the Aurora Public Library Collection Summary Report for the period ending December 31, 2017 be received.

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

.1 APL Space Improvement Project: A staff memo was issued at the meeting regarding updated cost estimates for the Library renovation. Library staff will email Board members to determine availability on Wednesday, July 25, 2018 at 7 p.m. to review next steps, including updated estimates using competitive bids, a revised

work plan and options for additional funding.

.2 Library Square Development Status Update: APLB Chair Nancy Eveleigh Browne provided a verbal report. At its June 19 meeting, General Committee approved the site plan for the Library Square Development. Work was authorized to commence on the through lane and new parking lot area. The current parking lot area will be excavated and used as a staging area for the building construction when it begins.

.3 Procedure for Library Board Recruitment: E. Copsey will follow up with J. Foster and the incoming CEO and will present her findings to the Board in Fall 2018, before the election.

MOTION: **18.06.65**  
Moved by: T. Connor  
Seconded by: R. Roncadin  
CARRIED

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

## **7. Public Library Operating Grant Memo**

A staff memo was issued prior to the meeting.

MOTION: **18.06.66**  
Moved by: Councillor H. Kim  
Seconded by: R. Roncadin  
CARRIED

**THAT** the Aurora Public Library Board endorse the submission of the attached motion to Aurora Town Council, by one of the Board's Council member representatives, whereby Aurora Town Council requests that the new provincial government takes efficient action to reinstate adequate and appropriate funding to public libraries and First Nations libraries in Ontario.

## **8. CEO Recruitment Committee Update**

### **Resolution to Move Into Closed Session**

MOTION: **18.06.67**  
Moved by: R. Roncadin  
Seconded by: J. Freedman  
CARRIED

**THAT** the Board move into Closed Session.

*At 8:03 p.m., the Board moved into Closed Session.*

MOTION: **18.06.68**  
Moved by: E. Copsey  
Seconded by: Councillor H. Kim  
CARRIED

**THAT** the Board return to Open Session.

*At 8:08 p.m., the Board returned to Open Session.*

MOTION: **18.06.69**  
Moved by: J. Freedman  
Seconded by: Councillor H. Kim  
CARRIED

**THAT** the Aurora Public Library Board confirm and approve the recommendations of the CEO Recruitment Committee as per In Camera Report ICR2018.01.

Thank you to Town of Aurora CAO D. Nadorozny for his contributions to the CEO recruitment process. Special thanks to T. Connor for his leadership in chairing the committee.

## **9. SOLS Trustee Council Report**

MOTION: **18.06.70**  
Moved by: E. Copsey  
Seconded by: J. Freedman  
CARRIED

**THAT** the Aurora Public Library Board receive the verbal report presented by the SOLS Trustee Council Representative.

R. Roncadin attended the May meeting in Whitby. Information regarding Board legacy and succession planning documents were emailed to all Board members.

## **10. Member Announcements**

T. Connor shared a quotation about the value of libraries.

N. Eveleigh Browne encouraged Board members to view the latest photography exhibit at APL. One of the photographs features her mother.

## **11. Date of Next Meeting**

The next meeting is scheduled for Wednesday, July 25, 2018 at 7:00 p.m.

## **12. Adjournment**

MOTION: **18.06.71**  
Moved by: R. Roncadin  
Seconded by: T. Connor  
CARRIED

**THAT** the meeting be adjourned at 8:17 p.m.

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N. Eveleigh Browne  
Chair

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J. Foster  
Chief Executive Officer