

Regular Meeting of the Milton Public Library Board

Wednesday, March 22, 2017
Main Library Boardroom, 7:00 p.m.

Mission Statement

The Milton Public Library empowers the community to: Read. Learn. Create. Connect.

MINUTES

MEMBERS PRESENT: Brad Boehmer (Chair), Daniel Cloutier, Margaret Warmels, Sarah Marshall, Councillor Zeeshan Hamid, Councillor Rick Malboeuf, Omer Amin

GUEST: Daryl Novak, Senior Advisor at SOLS – CEO Succession Planning

REGRETS: Matthew Fabian, Councillor Rob Duvall

STAFF PRESENT: Leslie Fitch, Mark Williams, Brenda deBruyne (Recorder)

Brad Boehmer (Chair) called the meeting to Order at **7:07 pm**

1. Approval of Agenda

No changes were made to the agenda.

That the Milton Public Library Board approve the March 22, 2017 Agenda.

Moved by Councillor Rick Malboeuf, Seconded by Margaret Warmels. Carried

2. Declaration of Interest

None declared.

3. Closed Session for Confidential Items: CEO Succession Planning – Daryl Novak, Senior Advisor at SOLS facilitated discussions.

(Mark Williams and Brenda deBruyne were excused from the meeting at 7:09 p.m., and returned at 8:18 p.m.)

It was Moved by Sarah Marshall, Seconded by Omer Amin to move into the Confidential Session regarding the CEO Succession Planning at 7:09 pm. Carried

It was Moved by Sarah Marshall, Seconded by Omer Amin to move out of the Confidential Session regarding the CEO Succession Planning at 8:18pm. Carried

4. Consent Agenda and Information items:

4.1 Approval of the Minutes of February 15, 2017

4.2 Correspondence – Thank You note from Leslie Fitch was circulated at meeting

4.3 Accounts (Operating and Capital) for February

4.4 Staff Reports

i. **CEO 2017 OLA Super Conference Summary**

ii. **Deputy 2017 OLA Super Conference Summary**

iii. **OLCF Research & Innovation Grant Phase Two Update**

iv. **Friends of MPL Update**

Williams advised that the President of the group is Ken Jacobsen and the group will be targeting high level funding with the expectation of creating an endowment fund. Legal advice will be sought.

v. **New Horizons for Seniors Grant Success**

It was clarified that the grant must be spent by March 2018

Motion #17-1585

That the Milton Public Library Board approve the Consent Agenda for March 22, 2017.

Moved by Sarah Marshall, Seconded by Omer Amin. Carried

5. Information Items

i. **Updated MPL Board Work Plan 2017**

Fitch advised that a few minor adjustments were made to the plan, and that it is being circulated for information.

6. Reports

6.1 CEO Monthly Report

Fitch reviewed the report and clarified the abbreviations.

6.2 Council Update

Councillor Rick Malboeuf provided an update from Council including tower development plans; the Carriage Square Pedestrian Bridge; the transit to Campbellville pilot project.

6.3 HR Committee

Margaret Warmels noted that she and Brad Boehmer will meet with Fitch soon re: the CEO Evaluation.

6.4 Board Education FR-02 Sponsorship was reviewed; related documents such as philanthropic gifts and naming rights will be developed; it is expected the policy will be brought forward to the June meeting; HR-01 Workplace Violence was deferred to the next Board meeting due to time constraints.

6.5 Board Advocacy Committee (verbal update)

Omer Amin provided the Board with an update.

6.6 SOLS Trustee Council

No report.

7. Decision Items

7.1 Board Self Evaluation 2017 Initiation

Margaret Warmels provided an overview of the *Board Self Evaluation Assessment* document and asked that the Board members complete and return the document to her so that she can provide a report to the Board at the April meeting; Brenda deBruyne will forward the document by email to the Board members.

Motion #17-1586

That Milton Public Library Board receives the report entitled “Board Self Evaluation 2017 Initiation”,

And Further,

That the 2017 Library Board Evaluation process is initiated.

Moved by Sara Marshall, Seconded by Margaret Warmels. Carried

7.2 Media Policy Recommendation

Williams researched media policies from the Town of Milton and other public libraries to assist in drafting MPL’s Media Policy; staff training will be forthcoming; staff will confirm the referencing of Social Media as part of the policy. If a change is to be made, it will be incorporated into the policy and brought to the June meeting.

Motion #17-1587

That the Milton Public Library Board approve the policy recommendation within the report entitled “Media Communications Policy Recommendation”.

Moved by Councillor Zeeshan Hamid, Seconded by Omer Amin. Carried

7.3 Negotiating Committee Board Representative Recommendation

This item will be tabled for the April Board meeting.

8. Other Business

No other business.

9. Member Announcements

No announcements were made.

10. Next meeting date: April 19, 2017

11. Adjournment: Brad Boehmer adjourned the meeting at **9:10** pm

Signed: _____

Brad Boehmer, Chair
Milton Public Library Board

Signed: _____

Leslie Fitch, Chief Librarian/CEO
Milton Public Library Board

APPROVED: April 19, 2017

DATED: April 19, 2017