

Ajax Public Library Board Meeting Minutes

Place: Rotary Room, Main Branch

Time: 7:05 p.m.

Present: Avril Alleyne, Jamil Ahsan, Natasha Hasham, Faizal Khan, Phill White, and Matthew Tapscott

Staff: Donna Bright - CLEO & Secretary/Treasurer
Susan Burrill - Manager of Corporate Services
Dan Gioiosa - Manager of Access Services
Cindy Poon - Manager of Public Services
Emilija Tasovska - Recording Secretary

Regrets: Nicole Baker, Dani Goraichy, and Councillor Marilyn Crawford

1. Call to Order

The meeting was called to order at 7:05 p.m.

2. Approval of the Agenda

The agenda was approved as distributed.

16-10/01 Moved by: Faizal Khan
Seconded by: Avril Alleyne

To approve the agenda as distributed.

CARRIED

3. Declaration of Conflict of Interest

No conflicts of interest were declared.

Jamil Ahsan arrived at 7:06 p.m.

4. Consent Agenda Items

The Consent Agenda was approved as distributed.

16-10/02 Moved by: Natasha Hasham
Seconded by: Phill White

To approve the Consent Agenda as distributed.

CARRIED

5. Correspondence

- 5.1 September 22, 2016 Letter from Donna Bright, Chief Librarian and Executive Officer (CLEO) to Ms. Marcia Bowen, Chair of the Town of Ajax Accessibility Advisory Committee (AAC)
- 5.2 September 2016 Letter from Donna Bright, Chief Librarian and Executive Officer (CLEO) to former Ajax Public Library Board trustees

6. Business Arising from the Minutes

None

7. Other Business

7.1 Internal Monitoring Report – EL 3.3 *Communication and Counsel to the Board, Policy* and EL 3.7 *Financial Planning/Budgeting Policy*

16-10/03 Moved by: Faizal Khan
Seconded by: Phill White

That all members of the Board have read the monitoring report for the *Communication and Counsel Board Policy*, and agree that it provides a reasonable interpretation of the policy and evidence of compliance.

CARRIED

16-10/04 Moved by: Jamil Ahsan
Seconded by: Natasha Hasham

That all members of the Board have read the monitoring report for the *Financial Planning/Budgeting Policy*, and agree that it provides a reasonable interpretation of the policy and evidence of compliance.

CARRIED

7.2 2017 Operating Budget

Donna Bright presented the draft 2017 Operating Budget and explained that there were a number of changes over the 2017 General Levy Forecast (GLF) previously submitted to the Town. In order to meet Council's directive, further reductions were needed to get to the corporate target of no higher than a 2.25% tax rate increase. She outlined some of the changes, and stressed the importance of maintaining the "Collections" budget line, and explained why savings had to be found elsewhere. She also noted that the current Pay Equity Review for Library Exempt staff may result in further changes in the budget.

16-10/04 Moved by: Phill White
Seconded by: Faizal Khan

That the Board approves the draft 2017 Operating Budget, in principle, and recognizes that the budget presented does not constitute the final budget. Further, that any negative variance of more than \$100,000 net is to come back to the Board for further consideration.

CARRIED

7.3 Report to Council

Advocacy Committee Chair, Phill White, reported on the upcoming report to Council and the work completed to date. The format will be similar to the past reports and will include updates to Library programs and services. He will have a rough draft available for the Board's consideration next week.

7.4 In Camera Session

16-10/06 Moved by: Natasha Hasham
 Seconded by: Avril Alleyne0

To move the meeting "in-camera"
CARRIED

16-10/07 Moved by: Avril Alleyne
 Seconded by: Natasha Hasham

To move the meeting ex-camera"
CARRIED

16-10-08 Moved by Phill White
 Seconded by: Faizal Khan

To approve the motions passed "in-camera"
CARRIED

8. Adjournment

The meeting adjourned at 8:12 p.m.

16-06/08 Moved by: Jamil Ahsan
 Seconded by: Avril Alleyne

To adjourn the meeting.
CARRIED

Next meeting: **November 24, 2016**
 7:00 p.m.
 Rotary Room, Main Branch