

**Ajax Public Library Board Meeting Minutes**

**Place:** Rotary Room, Main Branch

**Time:** 7:00 p.m.

**Present:** Avril Alleyne, Nicole Anatol, Dani Goraichy, Councillor Marilyn Crawford, 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:** Jamil Ahsan

**1. Call to Order**

The meeting was called to order at 7:03 p.m.

**2. Approval of the Agenda**

17-01/01 Moved by: Nicole Anatol  
Seconded by: Faizal Khan

To approve the agenda as distributed.

**CARRIED**

**3. Declaration of Conflict of Interest**

No conflicts of interest were declared.

**4. Consent Agenda Items**

Item 4.2 *Chief Librarian's Report* was pulled for further discussion as agenda item 9.3. Item 9.3 *Election of Board's Executive Positions* was renamed item 9.4. The Consent Agenda was approved as amended.

17-01/02 Moved by: Phill White  
Seconded by: Avril Alleyne

To approve the Consent Agenda as amended.

**CARRIED**

Natasha Hasham joined the meeting at 7:05 p.m.

**5. Procurement of Materials Presentation – Ms. Poon**

Cindy Poon presented an overview of the Library's Collection Budget and Collection management in general. Topics covered include:

- Types of collections, audiences, processing costs, the cost of material supplies;
- Average cost per item in 2016;
- Average cost per item change from previous year;
- Limitations; and
- Collection budget expenditures per capita.

**6. Correspondence**

Letter from Stephen Abram regarding First Nation Library Sponsorship, thanking the Ajax Public Library for its contribution.

**7. Business Arising from the Minutes - None**

**8. Councillor's Update**

Councillor Marilyn Crawford reported:

- The 2017 Capital Budget was approved, and the 2017 Operating Budget will be finalized in February.
- Ajax Ward Boundary Review is taking place in February; residents can take the online survey on the Town's website.
- Ajax will be losing a Ward Councillor, but gaining a third Regional Councillor.
- In celebration of Canada's 150th year since Confederation, a tile mosaic was unveiled in January at the Town Hall. Each tile was painted by staff and volunteers. Pictures have been posted on the Town of Ajax's website.

**9. Other Business**

**9.1 Internal Monitoring Report – *Compensation and Benefits Policy***

17-01/03      Moved by: Phill White  
                    Seconded by: Avril Alleyne

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

**CARRIED**

**9.2 2017 Board Meeting Schedule**

There was discussion regarding the scheduling of the Board Meetings for 2017. The Board decided to keep the current schedule with the meetings being held on the fourth Thursday of every month, except for December which will be held on December 14, 2017.

### **9.3 CLEO Report**

Phill White inquired whether the Library will be involved with the *Passport to Healthy Living* event this year, given that the local CARP chapter has folded. Cindy Poon reported that the Library will continue to work with former CARP volunteers, and have plans for future events.

### **9.4 Board Elections**

Matthew Tapscott did not want to be considered for the 2017 Chair position. Donna Bright opened the floor for nominations.

Dani Goraichy was nominated and accepted the position of Chair. Natasha Hasham agreed to continue as Vice Chair. Matthew Tapscott was thanked for his services by fellow Board Members.

## **10. Adjournment**

The meeting adjourned at 8:07 p.m.

17-01/04      Moved by: Phill White  
                  Seconded by: Nicole Anatol

To adjourn the meeting.

**CARRIED**

Next meeting:      **February 23, 2017**  
                          **7:00 p.m.**  
                          **Rotary Room, Main Branch**