

Ajax Public Library Board Meeting Agenda

- Place:** Main Branch Library
- Date:** Thursday, October 26, 2017
- Time:** 7:00 p.m.
- Board:** Avril Alleyne, Jamil Ahsan, Councillor Marilyn Crawford, Dani Goraichy, Natasha Hasham, Faizal Khan, Matthew Tapscott, and Phill White
- 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 | - Corporate Services HR Assistant |
- Guests:** Sheila Strain, Director of Finance/Treasurer, Town of Ajax; Karen Deveau, Insurance & Risk Management Coordinator, Town of Ajax; and, Sonia Coward, Durham Municipal Insurance Pool

1. Call to order

2. Approval of the Agenda

- 2.1 Trustees who wish to add items to the Agenda may request the Chairperson's permission at this time. This includes items of New Business. The Chairperson will rule on the request and such ruling may be challenged or appealed, in which case a majority vote can sustain or overrule the decision of the Chairperson (not debatable).
- 2.2 Suspend regular order of business to permit the Chairperson to adjust the Agenda sequence to accommodate visitors, time frame, etc.

Motion required to APPROVE the Agenda or SUSPEND the regular order of business.

3. Declaration of Conflict of Interest

Ajax Public Library Board Meeting Agenda – continued

4. Consent Agenda

- 4.1 Minutes from meeting of September 28, 2017
- 4.2 Chief Librarian's Report
- 4.3 September Financial Report
- 4.4 September Financial Compliance Report
- 4.5 2016/2017 Annual Agenda
- 4.6 Committee Composition and Workplan
- 4.7 Q3 Board Expense Report
- 4.8 Q3 Donations Report
- 4.9 Board Self-Evaluation - GP 4.4 - *Chairperson's Role* and GP 4.6 - *Board Committee Principles and Structure Policies*
- 4.10 *Ends Policy Review*
- 4.11 Review of Executive Limitations Policies 3.1-3.12

The Chairperson will review the items of the consent agenda and ask if any item should be removed and placed on the regular agenda for discussion.

Motion required to APPROVE the Consent Agenda as is/as amended.

5. Business Arising from the Minutes

- 5.1 Report to Council

6. Other Business

- 6.1 Internal Monitoring Reports - EL 3.3 *Communication and Counsel to the Board Policy* and EL 3.7 *Financial Planning/Budgeting Policy*

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

Motion required to affirm 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.

- 6.2 2018 Operating Budget

- 6.3 Process/Policy for Authorizing Board Members' Absences
- 6.4 Library Board Vacancy
- 6.5 Committee Chairs' Updates
- 6.6 In Camera Session

Motion required to move in camera in order to discuss personal matters concerning an identifiable staff member (Performance Review of the Chief Librarian and Executive Officer) as per the authority of the *Public Libraries Act*, R.S.O. 1990, CHAPTER P.44, s. 16.1 (4) b.

Motion required to move ex camera. A motion is required to approve or accept motions made during the closed portion of the meeting.