

NBPL Boardroom
Wednesday September 28, 2016
19:00

Attendance:

Present

Handley, Peter

Perfect, Jan

Kidd, Stuart **Vice-Chair**

Marcil, Janice **Treasurer**

Maroosis, George

McDevitt, Belinda

Morland, Ayla

Serran, Jeff

Smith, Richard

Surtees, Margaret

Veli, Ravil **CEO/Secretary**

Wolfe, David **Chair**

Call to Order: 19:00

Call for Conflicts of Interest: None

Call for Additional Agenda Items: None

Motion 16:47

It was moved by Jeff Serran and seconded by Margaret Surtees that the agenda of the September 28, 2016 meeting of the North Bay Public Library Board be approved as amended. (add auditor report, in camera session)

CARRIED

Motion 16:48

It was moved by Stuart Kidd and seconded by Rick Smith that the minutes of the June 8, 2016 meeting be accepted.

CARRIED

Stephane Horth of KPMG presented draft of NBPL 2015 audit statement. Ms. Horth also provided comparative data for library activities/statistics. Brief discussion and review followed.

Motion 16:49

It was moved by Belinda McDevitt and seconded by Stuart Kidd that the audited findings report for the NBPL for the year ending December 31, 2015 be accepted.

CARRIED

Treasurer's Report:

Budget, operating and capital, YTD August 2016 reviewed. City budget planning process for 2017 in progress, public budget presentation scheduled for November 24, 10 minute presentation slots for each ABC, all presentations scheduled for the same evening. Chair directed Treasurer and CEO to develop and review 2017 NBPL budget with Finance Committee for presentation to Board at November meeting.

Motion 16:50

It was moved by Jan Perfect and seconded by Margaret Surtees that the Treasurer’s Report be received.
CARRIED

Motion 16:51

It was moved by Jeff Serran and seconded by Rick Smith that accounts consisting of pay periods 13 and 14 and accounts payable for June 2016 be approved for payment.

Pay period 13	\$ 58,801.84	Accounts Payable	
Pay period 14	<u>\$ 58,686.29</u>	June 2016	\$ 68,449.59
	\$117,488.13		

Grand Total \$185,937.72

CARRIED

Motion 16:52

It was moved by Peter Handley and seconded by Stuart Kidd that accounts consisting of pay periods 15 and 16 and accounts payable for July 2016 be approved for payment.

Pay period 13	\$ 59,844.37	Accounts Payable	
Pay period 14	<u>\$ 57,797.98</u>	July 2016	\$ 63,682.75
	\$117,642.35		

Grand Total \$185,325.10

CARRIED

Motion 16:53

It was moved by Peter Handley and seconded by Jan Perfect that accounts consisting of pay periods 17 and 18 and accounts payable for August 2016 be approved for payment.

Pay period 13	\$ 57,362.11	Accounts Payable	
Pay period 14	<u>\$ 57,076.43</u>	August 2016	\$ 67,122.97
	\$114,438.54		

Grand Total \$181,561.51

CARRIED

Business Arising:

None

Correspondence:

Mayor McDonald letter dated July 19, 2016 addressed to Chair and CEO, regarding the process for development of City of North Bay Community Strategic Plan.

Report from the Chair:

None

C.E.O.'s Report

CEO report was submitted as a separate document, provided with the board package. CEO submitted additional items at the meeting including request for quotes for front steps repairs, initiation of outreach to NB Police for protocols regarding challenging client issues requiring police interventions, and initial discussions with city staff regarding library building/infrastructure/accessibility assessments.

Discussion of required ACM floor tiles mitigation effort—necessitating two consecutive weekend (Friday-Sunday) closures of the library. Closures scheduled for Remembrance Day weekend and the weekend immediately following. Chair suggested inclusion of any other projects to take advantage of closure periods. Discussion of tablet/social media program grant for senior clients-Chair suggested outreach to provide programs at senior centers.

Motion 16:54

It was moved by Peter Handley and seconded by Stuart Kidd that the C.E.O.'s Report and Statistics be accepted.

CARRIED

Reports of Committees

Strategic Planning

Chair of Strategic planning committee presented Strategic Plan for approval. Draft had been shared with Board over the summer for review. Board Chair noted the hard work and effort of the Strategic Planning Committee over the last year and recognized in particular the exceptional leadership of the Chair of the committee, Ayla Morland, for guiding the process and delivering the plan.

Motion 16:55

It was moved by Ayla Morland and seconded by Stuart Kidd that the library strategic plan be approved.

CARRIED

Motion 16:56

It was moved by Jeff Serran and seconded by Stuart Kidd that the Board move into "in-camera" session at 20:09.

CARRIED

Motion 16:57

It was moved by Jeff Serran and seconded by Peter Handley that the Board return to public session at 20:46.

CARRIED

Motion 16:58

It was moved by Stuart Kidd and seconded by Jan Perfect that the meeting be adjourned at 20:47.

CARRIED

