

A regular meeting of the Whitchurch-Stouffville Public Library Board was held on Thursday, November 1, 2007 at 7:03 pm at the Library. John Relph was in the Chair. Janet Reid was absent. Staff in attendance: Carolyn Nordheimer James and Barbara St. John.

1. Family of the Year Presentation  
A presentation was made to Ralph and Joan Zeldin, who were chosen for Family of the Year for all their years of support.
2. Introduction of Addendum Items
  - 8.2 Seniors Sub-Committee of the Board Minutes from Meeting on October 24, 2007.
  - 11.7 Statutory Holiday Benefits Policy
3. Adoption of Agenda  
**Motion - #07-070**  
Moved by Maurice Smith, seconded by Deborah McNeely, that:  
The agenda be adopted as amended. Carried.
4. Declarations - nil
5. Adoption of minutes of the last regular meeting – October 4, 2007  
**Motion - #07-071**  
Moved by Roger Glazin, seconded by Linda Cundari, that:  
The minutes of the last regular meeting of October 4, 2007 be adopted as presented.  
Carried.
6. Delegations – nil
7. Business arising from the Minutes of the Last Meeting
  - 7.1 Community Needs Assessment - update  
Patrons have been completing the Community Needs Assessment Surveys but due to some delays from the software provider's server, Jim Morgenstern may not have the results in time for the December Board Meeting. Jim Morgenstern may have to defer his report until the January 2008 Board Meeting. The Library Board Members were encouraged to complete a survey.
  - 7.2 Budget 2008 – update  
Deferred until the end of agenda.
8. Committee Reports:
  - 8.1 Book-Sale Committee- nil
  - 8.2 Seniors' Sub-Committee of the Board  
The Library Board had before them the minutes from the Seniors' Sub-Committee Meeting held on Wednesday, October 24, 2007. The Seniors' Christmas Party will be held on Wednesday, December 12 from 10:00 a.m. – 11:30 p.m. Board Members were invited to attend. There was also a complaint from one of the Seniors in regards to the handicapped parking which was moved further away from the library some time ago. The Board would like to come up with a immediate solution for the handicapped parking that would solve the problem until a permanent solution can be implemented with the redesign of Memorial Park.

**Motion - #07-072**

Moved by Roger Glazin, seconded by Maurice Smith, that:

The Library Board direct the C.E.O. to speak to the Town in regards to a immediate solution to the handicapped parking. Carried.

**Motion -#07-073**

Moved by Roger Glazin, seconded by Linda Cundari, that:

The Library Board approve the Seniors' Sub-Committee Minutes from the Meeting held on Wednesday, October 24, 2007. Carried.

8.3 Students' Sub-Committee of the Board - nil

9. Report from Council

Councillor Richard Bartley reported that the kick-off for the 19<sup>th</sup> on the Park will take place on November 8, 2007. Councillor Susanne Hilton has tickets for sale.

Councillor Hilton announced that there are two new parks in Stouffville complete with walking trails. Councillor Hilton also mentioned the construction planned for Ninth Line which will take out the jog on Main Street.

10. Report from SOLS

Zach Armstrong, Sols Trustee, announced that the next SOLS Trustee Meeting is at the Whitchurch-Stouffville Public Library. Board Members are invited to attend.

11. New Business

11.1 Naming Opportunities Policy

The Library Board had before them a Naming Opportunities Policy prepared by the C.E.O.

**Motion -#07-074**

Moved by Maurice Armstrong, seconded by Deborah McNeely, that:

The Library Board approve the Naming Opportunities Policy as presented. Carried.

11.2 Partnership & Sponsorship Policy

The Library Board had before them a Partnership & Sponsorship Policy. A discussion ensued. It was decided that the Partnership & Sponsorship Policy should be deferred until the December Board Meeting. Library Board Members are encouraged to call the C.E.O. with any suggestions that they might have regarding this policy.

**Motion - #07-075**

Moved by Deborah McNeely, seconded by Roger Glazin, that:

A decision regarding the Partnership and Sponsorship Policy be deferred until the December Board Meeting. Carried.

11.3 Harassment-Free Workplace Policy

The Library Board had before them the Harassment-Free Workplace Policy (Administrative Procedure NO. 42) revised by the C.E.O.

**Motion - #07-076**

Moved by Maurice Smith, seconded by Deborah McNeely, that:  
The Library Board approve the Harassment-Free Workplace Policy (Administrative Procedure NO. 42) as presented. Carried

11.4 Pregnancy & Parental Leave Policy

The Library Board had before them the Pregnancy & Parental Leave Policy (Administrative Procedure NO 26) revised by the C.E.O.

**Motion - #07-077**

Moved by Zach Armstrong, seconded by Deborah McNeely, that:  
The Library Board approve the Pregnancy & Parental Leave Policy (Administrative Procedure NO 26) with the following amendment: OMERS be written out in full - Ontario Municipal Employees Retirement System using an asterisk when using the short form. Carried.

11.5 Occupational Health and Safety Policy

The Library Board had before them the Occupational Health and Safety Policy (Administrative Procedure NO. 50) revised by the C.E.O.

**Motion - #07-078**

Moved by Linda Cundari, seconded by Zach Armstrong, that:  
The Library Board approve the Occupational Health and Safety Policy (Administrative Procedure NO. 50) as presented. Carried.

11.6. Vacation Policy

The Library Board had before them the Vacation Policy (Administrative Procedure NO. 10) revised by the C.E.O.

**Motion - #07-079**

Moved by Maurice Smith, seconded by Deborah McNeely, that:  
The Library Board approve the Vacation Policy (Administrative Procedure NO. 10) as presented. Carried.

11.7 Statutory Holiday Benefits Policy

The Library Board had before them the Statutory Holiday Benefits Policy (Administrative Procedure NO. 13 revised by the C.E.O.

**Motion - #07-080**

Moved by Deborah McNeely, seconded by Roger Glazin, that:  
The Library Board approve the Statutory Holiday Benefits Policy (Administrative Procedure NO. 13 as presented.

7.2 Budget 2008 – update

The Library Board had a draft of the updated 2008 operating budget before them. The C.E.O. gave a presentation outlining the Budget – 2008. The Treasurer and C.A.O. of the Town have already signed off on the budget.

**Motion - #07-081**

Moved by Deborah McNeely, seconded by Maurice Smith, that:  
The Library Board approve the draft updated 2008 operating budget as presented. Carried.

- 12     Adjournment  
       **Motion #07- 082**  
       Moved by Roger Glazin  
       The meeting be adjourned. Time 8:28 p.m.

\_\_\_\_\_ Chairman