

A regular meeting of the Whitchurch-Stouffville Public Library Board was held on Thursday, January 8, 2009, at 7:05 pm at the Library. Absent: Janet Reid & Maurice Smith. Staff in attendance: Carolyn Nordheimer James and Barb St. John.

The Chief Executive Officer assumed the position of Chair until the appointment of a Chair for 2009.

The Chair welcomed Mayor Wayne Emmerson to the Library Board. Mayor Emmerson will sit on the Board in place of Roger Glazin, who resigned from the Board in 2008.

1. Introduction of Addendum Items
  5. – Appointment of Chair
  6. - Appointment of Vice-Chair
  - 11.2 – Vacation Policy – Administrative Procedure # 10
  
2. Adoption of Agenda

**Motion - #09-001**  
Moved by Deborah McNeely, seconded by Carol Morin that:  
The agenda be adopted as presented. Carried.
  
3. Declarations – nil
  
4. Adoption of minutes of last regular meeting – December 4, 2008

**Motion - #09-002**  
Moved by Carol Morin, seconded by Deborah McNeely, that:  
The minutes from the last regular meeting of December 4, 2008 be approved as presented. Carried.
  
5. Appointment of Chair of the Board  
The Chair called for nominations of Chair of the Whitchurch-Stouffville Library Board for the year of 2009.

**Motion - #09-003**  
Moved by Councillor Richard Bartley, seconded by Deborah McNeely, that:  
John Relph be nominated for the position of Chair of the Whitchurch-Stouffville Public Library Board for the 2009 year. Carried.

The Chair called twice more for nominations to the position of Chair.

**Motion - #09-004**  
Moved by Linda Cundari, seconded by Susanne Hilton , that:  
Nominations for the position of Chair of the Whitchurch-Stouffville Library Board for the 2009 year be closed. Carried.

By acclamation, John Relph was appointed as Chair of the Whitchurch-Stouffville Public Library Board for the 2009 year.

The Chief Executive Officer vacated the Chair and John Relph assumed the Chair.

6. Appointment of Vice-Chair of the Board

The Chair called for nominations for the position of Vice-Chair of the Whitchurch-Stouffville Public Library Board the 2009 year.

**Motion - #09-005**

Moved by Deborah McNeely, seconded by Carol Morin, that:  
Linda Cundari be nominated for the position of Vice-Chair of the Whitchurch-Stouffville Public Library Board for the 2009 year. Carried.

The Chair called twice more for nominations for the position of Vice-Chair.

**Motion - #09-006**

Moved by Deborah McNeely, seconded by Councillor Richard Bartley, that:  
Nominations for the position of Vice-Chair for the 2009 year be closed. Carried.

By acclamation, Linda Cundari was appointed as Vice-Chair of the Whitchurch-Stouffville Public Library Board for the year 2009.

7. Delegations – nil

8. Business arising from the last Library Board Meeting

8.1 Employee Code of Conduct Policy- Pg. 7, Political Activity

**Motion #09-007**

Moved by Mayor Wayne Emmerson, seconded by Carol Morin, that:  
This section be removed from the Employee Code of Conduct Policy, pg 7, Political Activity - (defined in this section to include regularly scheduled work, lieu time, float day, vacation leave or other long term absence from employee with pay).  
Carried.

8.2 Use Regulations Policy

The Library Board had before them copies of York Region fines and non-resident fees comparison and fines and fees review dated December 19, 2008 prepared by the C.E.O.

**Motion - #09-008**

Moved by Deborah McNeely, seconded by Carol Morin, that:  
The Library Board adopt the C.E.O.'s conclusion – “ It is the recommendation of the Staff that the Library staff revise the Use Regulations Policy to eliminate the \$20.00 maximum fine for all overdue items returned at the same time and to increase the maximum fine per item to a maximum of the cost of the item”.  
Carried.

8.3 Budget – Business Committee Appointees

Motion - #09-009

Moved by Mayor Wayne Emmerson,, seconded by Susanne Hilton, that:  
A Business Committee of the Board be appointed to include Maurice Smith, Deborah McNeely and Janet Reid. Carried.  
There was a discussion in regards to the 2010 business plan and all day strategic planning session in 2011.  
The C.E.O. will present the Budget to Council on February 3<sup>rd</sup> at 3:00 p.m.  
Anyone who wishes to discuss the budget with the C.E.O. is welcome to meet with her before the 3<sup>rd</sup> of February.

9. Committee Reports:

9.1 Book Sale Committee of the Board

The next Book Sale Committee meeting will be on Wednesday, February 11, 2009.

9.2 Seniors' Sub –Committee of the Board

- Seniors' Christmas Party December 10, 2008

The Seniors Christmas party was a big success. The Stouffville District Secondary School Choir was outstanding as usual.

9. Report from Council

Councillor Richard Bartley reported that the town has purposed a 5.9 % tax hike.

10. Report from SOLS – nil

11. New Business

11.1 Suspension of Operations Policy

**Motion - #09-009**

Moved by Deborah McNeely, seconded by Linda Cundari, that:  
The Library Board adopt the 'Suspension of Operations Policy dated January 8, 2009.

- 11.2 Vacation Policy – Administrative Procedure # 10  
The Library Board had before them a ‘Vacation Policy’ dated January 8, 2009.  
**Motion - #09-010**  
Moved by Deborah McNeely, seconded by Carol Morin, that:  
The Library Board adopt the Vacation Policy dated January 8, 2009  
with the following addition to 2.2, pg 3:  
Part time 2 employees will receive 2 weeks unpaid vacation after 1 year of  
completed service and 3 weeks unpaid vacation after 10 years of completed  
service. Carried.
12. Adjournment  
**Motion - #09-011**  
Moved by Councillor Richard Bartley, that:  
The meeting be adjourned at 8.27 p.m.