

AGENDA: The Saskatoon Public Library Board Meeting



MEETING DATE: November 16, 2016
MEETING TIME: 4:00 p.m.
LOCATION: Frances Morrison Central Library
PREPARED BY: Carol Cooley, Director of Libraries & CEO

A. Call to Order

A.1 Approval of Agenda

Recommended (Move, second)

THAT the Agenda of November 16, 2016, be approved as circulated, including any items added to the Agenda.

A.2 Consent Agenda

Recommended (Move, second)

With the adoption of the Consent Agenda, all recommendations found within previous Committee Reports or Minutes and Correspondence are then received by the Board as noted. The Consent Agenda is not subject to discussion from the floor.

That the Consent Agenda of November 16, 2016 be adopted as circulated, less any items requested for separate review and discussion.

A.3 Previous Minutes

Recommended (Move, second)

THAT the Saskatoon Public Library Board minutes of October 19, 2016 be adopted as circulated, including any revisions to be made.

A.4 Declaration of Conflict of Interest

B. Deputations / Presentations / Public Meeting

In accordance with Saskatchewan's *The Local Authority Freedom of Information and Protection of Privacy Act* (LAFOIPP), The Saskatoon Public Library Board wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public

record. This information may be posted on the Saskatoon Public Library's website and/or made available to the public upon request.

C. New Business

C.1 2017 Closure Dates

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report for information and discussion;

And that the Saskatoon Public Library Board approve the recommended closure dates for the period December 27, 2016 to December 31, 2017.

C.2 Terms of Reference – Budget & Finance Committee

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board adopts the attached terms of reference.

C.3 Terms of Reference – Buildings & Grounds Committee

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information, discussion, and direction.

C.4 Resolution – Review of Governance Documents

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board adopts the attached resolution.

C.5 Resolution – Strategic Planning Process

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board adopts the attached resolution.

C.6 Resolution – Board Member Expenses

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board adopts the attached resolution.

C.7 Year End Transfers

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that any year-end surplus is divided equally and deposited into the IT Reserve and the J.S. Wood Maintenance Reserve.

C.8 Intranet

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board approves the expenditure of \$45,000 on the proposed Intranet Project;

And that the funds be taken from the IT Reserve.

C.9 Saskatoon Public Library Board and Committee Schedules

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion.

C.10 Terms of Reference – Personnel Committee

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board adopts the attached terms of reference.

C.11 Resolution – CEO Evaluation and Emergency Succession Planning

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board adopts the attached resolution.

C.12 CEO Position Profile

Recommended (Move, second)

THAT the Saskatoon Public Library Board receive this report as information and discussion;

And that the Board approve the CEO Position Profile.

D. Reports from the Board

D.1 Chairperson Update

E. Report from Administration

E.1 Director of Libraries & CEO Report

E.2 Financial Reports

Recommended (Move, second)

THAT the Reports from Administration be received as information.

F. In-Camera Session

Recommended (move, second)

THAT the meeting move in-camera for the purpose of addressing matters pertaining to Labour/Personnel under Sections 16(1)(c) of LAFOIPP and addressing matters pertaining to Economic/Financial-Land (Section 17(1)(d) and (e) of LAFOIPP.

Board moved in camera at:

Board moved into public session at:

G. Notice of Meeting Dates

Board Meeting January 18, 2017

I. Adjournment

Recommended (Move, second)

THAT the Saskatoon Public Library Board does now adjourn at (time) p.m. to meet again January 18, 2017 at 4:00 p.m., Frances Morrison Central Library, 311 23rd Street East, Saskatoon or at the call of the Chair.

REPORT TO: Saskatoon Public Library Board
MEETING DATE: November 16, 2016
SUBJECT: Consent Agenda
PREPARED BY: Carol Cooley, Director of Libraries & CEO

A. Recommendation

With the adoption of the Consent Agenda, all recommendations found within previous Committee Reports or Minutes and Correspondence are then received by the Board as noted. The Consent Agenda is not subject to discussion from the floor.

That the Consent Agenda of November 16, 2016 be adopted as circulated, less any items requested for separate review and discussion.

A.1. Minutes

A.1.1. Governance Committee Minutes dated November 2, 2016

A.1.2. Personnel Committee Minutes dated November 8, 2016

A.1.3. Occupational Health & Safety Minutes dated September 7, 2016

A.2. Correspondence

	Author		Recommendation/ Action
A.2.1.	Marlene Schmidt, Friends of the Library volunteer	Thank you card for luncheon and gifts	Information
A.2.2.	Brenda Wilde, SPL Staff member	Thank you card for 35 years of service gift	Information
A.2.3.	CUPE 2669 Holiday Party	Invitation to the CUPE 2669 Holiday Party	Information
A.2.4.	Saskatoon Star Phoenix	Viewpoint: Saskatoon needs to make accessibility issues a priority	Information
A.2.5.	Saskatoon Star Phoenix	Saskatoon makes history as six women elected to council	Information

- | | | | |
|--------|------------------------|---|-------------|
| A.2.6. | Saskatoon Star Phoenix | Saskatoon tax increase: City hall staff strived to keep hike just below four per cent | Information |
| A.2.7. | Saskatoon Star Phoenix | By the numbers | Information |

Respectfully submitted,

Carol Cooley

Signature