

BUSINESS ARISING

Friends of the Library Anniversary Luncheon

The Friends of the Library 25th Anniversary luncheon is scheduled for October 22, 2015. Invitations have been sent to the Friends of the Library.

Staff Engagement – September 23 Event

The September 23, 2015 September 23 Closure report was shared with the Board.

Board members received the Long Service Awards biography listing.

Board members look forward to feedback following the event.

In-Camera Headings & Descriptions

The Library Board & Board Committee Reports Procedures – In Camera Headings and Descriptions; and mandatory and permissive exceptions under FAFOIPPA document was received by the Board.

Moved by S. Greer, seconded by R. Robertson **THAT the Library Board accept and include this information in the revised Board bylaws.**

Carried.

COMMITTEE REPORTS

Occupational Health and Safety Meeting Minutes

The September 2, 2015 Occupational Health & Safety Committee meeting minutes were appended for information.

Governance & Nomination Committee Meeting Minutes

The Governance & Nomination Committee meeting minutes was shared with the Board.

L. Erickson noted a revision to the minutes, under the heading Schedule for Review and Revision to clarify that the bylaws will be reviewed first.

Moved by K. Harilstad, seconded by S. Greer **THAT Committee Reports be received.**

Carried.

NEW BUSINESS

ITS-Proposed Expenditure of Reserves

B. McCabe, Manager, Information Technology Services was welcomed to the meeting to speak to the IT 2015/2016 Plan for Expenditures was received by the Board.

Moved by L. Erickson, seconded by Councillor M. Loewen **THAT the Saskatoon Public Library Board approve the expenditures from the IT Reserve as outlined.**

Carried.

Community Led Service Model

The Library Board received the Community Led Service Model report as information.

Policies & Bylaws Proposed Restructuring

A Policies and Bylaws proposed restructuring report was received by the Board.

Moved by Councillor M. Loewen, seconded by S. Greer **THAT the Saskatoon Public Library Board adopt a new approach and structure with respect to policies and bylaws as outlined in the report; and that we use the policy template for Operational and Administrative policies; and that Administration be directed to secure external assistance for the creation of Board Bylaws to assist the work of the Governance and Nomination Committee.**

Carried.

Policies & Bylaws Schedule of Revision

L. Erickson reported a meeting is scheduled in early October with a consulting firm to discuss deliverables. This will be a collaborative effort of consultant and the Board's Nomination & Governance Committee. The revised bylaws will be brought to the Board for consideration.

Moved by S. Greer, seconded by Councillor M. Loewen **THAT the Board proceed, and authorizing a budget of up to \$10,000 to engage a consultant.**

Carried.

Board/Staff Communication

A report was shared with the Board outlining procedures when asked to discuss library business with staff. Board Members are to direct staff back to Administration. This will be included in the new Board Bylaws.

Oath of Confidentiality

An Oath of Confidentiality document was received by the Board. Board members agreed to sign the Oath of Confidentiality which will be kept in the Library Administration Office. The Oath will be included in the new Board Bylaws.

Agenda Template-Proposed

The revised board agenda report was received by the Board.

The Board agreed to try the new format.

Opening Day Collection-Stonebridge

The Opening Day Collection-Stonebridge report was shared with the Board.

Moved by K. Harilstad, seconded by Y. Martel **THAT the Library Board approve the recommendation as presented in the report.**

Carried.

Stonebridge-Naming

The Library Board received the Naming-Branch in Stonebridge report.

Discussion ensued regarding several alternatives including a public contest, tying the contest to the presentation in Stonebridge later this fall and possibly naming the leased space after a person.

Moved by Councillor M. Loewen, seconded by K. Harilstad **THAT the Board pursue the idea of a community engagement led naming process, and the matter be referred to the Buildings and Grounds Committee to provide a recommendation to the Board.**

Carried.

The Board asked Administration to work on a naming policy.

REPORT FROM CHAIR

Meetings with Director of Libraries & CEO

C. Shauf reported that he and C. Cooley have a monthly meeting which is working well.

The feedback from people that have met C. Cooley at events and from staff has been positive. L. Erickson reported that she heard positive remarks about C. Cooley when she was at Halifax Public Library.

REPORT FROM ADMINISTRATION

Director of Libraries & CEO Report

The Director of Libraries & CEO report was shared with the Board.

C. Cooley informed the Board that the capital expenditure and budget for the Marketing & Communications office will move from the Stonebridge project to Alice Turner, the new location for Marketing & Communications.

Expenditures Approval Report

The Board received the Expenditures-Approvals report.

Moved by L. Erickson, seconded by S. Greer **THAT the Director of Libraries & CEO have discretionary spending approval up to \$50,000 with a recommendation from the financial process review for an appropriate amount.**

Carried.

Moved by S. Greer, seconded by Councillor M. Loewen **THAT the Saskatoon Public Library Board approve the expenditures outlined in the Expenditures-Approvals report.**

Carried.

Moved by K. Harilstad, seconded by R. Robertson **THAT the Library Board approve the technical return to reserve of the six million dollars budget approval for land purchase to reserves as follows: 2,150,000 to the Capital Expansion Reserve and 3,850,000 to the New Central Library Reserve.**

Carried.

Variance Report

The Library Board received August 2015 variance report.

C. Cooley will email the Board explaining why budget line 4000 – Revenue has an overage. C. Cooley reported that the Manager of Finance is preparing an analysis and projected year ends for the October Meeting.

Moved by L. Erickson, seconded by S. Greer **THAT Reports from Administration be received.**

Carried.

CORRESPONDENCE

Saskatchewan Libraries Matter Advocacy Campaign

Nikki Desjardins' August 20, 2015 email to SPL staff regarding the *Saskatchewan Libraries Advocacy Campaign* was shared with the Board.

Lynda.com

Two emails regarding patrons happy with Lynda.com was shared with the Board.

#DuckSwap

Ann Foster's email to staff regarding the rubber duck exchange with Lethbridge Public Library was received by the Board.

Thank you to Children's Services Staff

The Board received a copy of a staff member's email positive experience working with Children's Services staff.

Thank you from Tiffany Paulsen for Children's Programming

An email, dated July 16, 2015 from Councillor Tiffany Paulsen for the library's excellent children's programming was received by the Board.

Stories in the Bar

The Board received a copy of Megan Stecyk's email to staff regarding volunteers to read at *Stories in the Bar*.

Letter, dated August 10, 2015, from D. Douglas, President, CUPE 2669 regarding Asbestos at the Saskatoon Public Library

The Board received D. Douglas, President, CUPE 2669 letter, dated August 10, 2015, regarding asbestos at the Saskatoon Public Library.

Art Passport YXE

Jennifer Baetz's September 4, 2015 email to staff regarding Art Passport YXE was shared with the Board.

AT closed September 8-11

The Board received a copy of Ann Foster's September 4, 2015 email notifying staff that AT is closed Sept 8-11, 2015.

Pride Parade and Community Fair Report

The Pride Parade and Community Fair Report, dated June 2015, compiled by Megan Stecyk was shared with the Board.

Summer Reading Game Wrap Up Party

Robyn Corcoran's summer reading wrap up party report was shared with the Board.

Moved by Councillor M. Loewen, seconded by L. Erickson **THAT *Correspondence* be received.**

Carried.

NEXT MEETING

The next Saskatoon Public Library Board meeting will be held Wednesday, October 21, 2015, 4:00 p.m., Board Room, Frances Morrison Central Library.

CLOSED SESSION

Moved by S. Greer, seconded by R. Robertson **THAT the Library Board move in-camera in order to address matters pertaining to Labour/Personnel matters as permitted under Section 16(1)(c) and (d) LAFOIPP.**

Carried.

Board moved in-camera at 7:07 p.m.

Board moved into public session at: 7:31 p.m.

Moved by S. Greer **THAT the Library Board Meeting be adjourned at 7:31 p.m.**

Carried.