

MINUTES
Regular Meeting #2010-05
Kingston Frontenac Public Library Board
May 26, 2010 - 4:00 PM
Delahaye Room, Central Library



Present: Barbara Aitken, Deborah Defoe (Chief Librarian/CEO), Helga Grodzinski, Wilma Kenny, Erik Knutsen, Floyd Patterson, Claudette Richardson (Chair), Councillor Vicki Schmolka (left at 4:45 PM), Monica Stewart, Ralph Gatfield, Councillor Steve Garrison (arrived at 4:15 PM) Mayor Vanden Hoek

Staff Present: Patricia Enright (Manager, Children's/Youth Services and Rural Branches), Mary Glenn (Recording Secretary), Barbara Love (Manager, Adult Services), Shelagh Quigley (Manager, Human Resources), Chris Ridgley (Budget / HR Analyst),

Others present: Kimberly Sutherland Mills (staff)

Regrets: Doug Brown (Manager, Facilities), Lester Webb (Manager, Systems and Technical Services)

1. CALL TO ORDER

The meeting was called to order at 4:00 PM. Ms. Sutherland Mills was introduced and welcomed to the meeting.

2. ADOPTION OF THE AGENDA

The agenda was accepted as distributed.

3. DECLARATIONS OF CONFLICT OF INTEREST

There was no declaration of conflict of interest.

4. ACCEPTANCE OF MINUTES

4.1 Kingston Frontenac Public Library Meeting #2010-04 held April 28, 2010

2010-28 STEWART – VANDEN HOEK

That the minutes of Regular Meeting #2010-04 of the Kingston Frontenac Public Library Board held April 28, 2010 be approved as circulated.

CARRIED

4.2 Committee of the Whole Meeting #2010-04 held May 12, 2010

2010-29 STEWART – GRODZINSKI

That the minutes of the Committee of the Whole Meeting held May 12, 2010 be confirmed.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

6. ACTION ITEMS

6.1 Workplace Harassment Policy and Program

Revisions were made to the policy in order to comply with Bill 168 which is an amendment to the Occupational Health and Safety Act.

2010-30 STEWART - GRODZINSKI

That the Board accept the revisions to the policy and program on Workplace Harassment.

CARRIED

6.2 Workplace Violence Policy

Councillor Garrison arrived at this time (4:15 PM).

2010-31 STEWART – GRODZINSKI

That the Board accept the Workplace Violence Policy.

CARRIED

6.3 Job Rate and Salary Scale for the position of Chief Librarian

2010-32 STEWART – KENNY

That the Board go In Camera (4:25 pm)

CARRIED

Councillor Schmolka left the meeting during the In Camera session.

2010-33 AITKEN – GATFIELD

That the Board rise from In Camera (5:15 PM)

CARRIED

2010-34 GATFIELD - AITKEN

1. *That effective January 1, 2011 the Job Rate for the Chief Librarian be adjusted as per the Report to the Board dated May 26, 2010, recommendation #1*
2. *That the Job Rate for the position of Chief Librarian continue to be reviewed at least once per year in order to ensure that the salary scale remains competitive.*

CARRIED

7. INFORMATION ITEMS

7.1 Correspondence / Information Received and Sent

There was no correspondence to report on.

7.2 Rural Branches Committee

2010-35 VANDEN HOEK – STEWART

That the Minutes of the Rural Branches ad hoc committee meeting of April 28, 2010 be received.

CARRIED

Mayor Vanden Hoek brought forward a motion to add two hours to Ompah Branch, as requested by users of the Ompah branch library.

Ms. Stewart reiterated that the Board needs to look at this at a very high level and that the Board's responsibility is to ensure that resources are distributed across the system in the best possible way. There were many factors including usage that led to this decision. Plevna is accessible and has improved resources as well as space for four computers and a reading area and table, which we can't offer at Ompah branch.

It was also felt that the proper time to discuss additional hours at Ompah would be during budget deliberations.

2010-36 VANDEN HOEK– GATFIELD
That two hours be added to Ompah as requested.

DEFEATED

8. MONITORING REPORTS

8.1 Communication and Counsel

8.1.1 Chief Librarian's Report

8.2 Staff Relations

2010-37 GATFIELD – AITKEN

That the Board accept the following reports of the Chief Librarian/Chief Executive Officer:

- *Communication and Counsel*
- *Staff Relations*

CARRIED

8.3 Asset Protection: Audit Treatment of Public

This will be brought forward to the next Board meeting.

9. OTHER BUSINESS

9.1 Summer Bus Tour of Branches

Ms. Defoe proposed that the Board tour the branches which have recently been rejuvenated.

10. NEXT MEETING DATE AND ADJOURNMENT

The next Committee of the Whole Meeting will be held at 4:00 PM, Wednesday, June 9, 2010, Delahaye Room, Central Library.

The next regular meeting will be held at 4:00 PM, Wednesday, June 23, 2010, Delahaye Room, Central Library.

There being no further business, the meeting was adjourned at 5:40 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary