

OAKVILLE PUBLIC LIBRARY BOARD AGENDA

**Thursday, February 25, 2016
Trafalgar Room
7:00 p.m.**

*Wireless devices must be switched to the
non-audible function during this meeting.*

*Assistive listening devices are available for
your convenience from the Clerk's staff.*

Register as a delegation

Those wishing to address the Oakville Public Library Board regarding an issue on this agenda are encouraged to do so. To appear as a walk-on delegation, please sign the *Delegation Register Sheet* located on the table in the back of the meeting room or notify the Library's Administration Office no later than noon the day of the scheduled Board Meeting.

If calling to register as a delegation wishing to present to the Board, contact the Library's Administration Office at 905-815-2031, oplboard@oakville.ca or by mail at Oakville Public Library Board, c/o Secretary to the Board, Oakville Public Library, 120 Navy Street, Oakville ON, L6J 2Z4 a week prior to the meeting. Those wishing to appear as a delegation are encouraged to review the Library's Delegation to the Library Board Policy which can be found on the Library's public site at opl.on.ca or upon request to the Secretary to the Board.

OAKVILLE PUBLIC LIBRARY BOARD MEMBERSHIP

The following Members of Council have been appointed to serve on the Library Board until November 30, 2016:

Councillor Jeff Knoll
Councillor Marc Grant

The following Oakville residents have been appointed to serve on the Library Board for the term of Council 2014 – 2018 or until their successors are appointed.

Mark Bettiol
Steven Bright
Pankaj Sardana

At its May 28, 2015 Regular meeting of the Board, Joan Sweeney Marsh was appointed Special Advisor to the Board.

**OAKVILLE PUBLIC LIBRARY BOARD
REGULAR MEETING OF THE BOARD**

AGENDA

**THURSDAY, FEBRUARY 25, 2016
TRAFALGAR ROOM
7:00 p.m.**

CHAIRPERSON: COUNCILLOR JEFF KNOLL

Regrets

Declarations of Pecuniary Interest

Confirmation of Minutes of the Previous Regular Meeting of the Board

Minutes of the Regular Meeting of the Board January 14, 2016 **1-10**

Confidential Minutes of the Closed Session of the Board January 14, 2016
(See Confidential Agenda)

CONSENT ITEM(S)

- 1. Status of Outstanding Board Reports** **11**
 - Report from the CEO
- 2. 2016 Board Key Agenda Items** **12**
 - Report from the CEO
- 3. Monthly Health and Safety Report** **13**
 - Report from the CEO

Recommendation:
That the consent items, be received.

CONFIDENTIAL CONSENT ITEM(S)

There are no Confidential Consent Items listed for this agenda.

DISCUSSION ITEM(S)

4. **Board Elections - Chair, Vice-Chair, Board Secretary and Treasurer, and Committee Positions for 2016**

a) **Chair**

Recommendation:

That _____ be elected Chair of the Oakville Public Library Board until the first regular meeting of the board in 2017 or a successor is appointed.

b) **Vice-Chair**

Recommendation:

That _____ be elected Vice-Chair of the Oakville Public Library Board until the first regular meeting of the board in 2017 or a successor is appointed.

c) **Board Secretary and Treasurer**

Recommendation:

That Charlotte Meissner, CEO, be reappointed as Secretary/Treasurer of the Oakville Public Library Board until the first regular meeting of the board in 2017.

d) **Committee Positions**

Committee positions for the Board will be determined once the Board of Directors Charter has been approved.

5. **Report from Charlotte Meissner, Library CEO and Jeff Lanaus, Director of Information Systems and Solutions – Status Update – OPL Technology Projects**

Presentation and handout to be distributed at meeting.

Recommendation:

That the Status Update on Library Technology Projects, from the Library CEO and Director of Information Systems and Solutions, be received.

6. **Governance: Board of Directors Charter – Board Chair Councillor Jeff Knoll** 14-23

Recommendation:

That the revised Draft Oakville Public Library Board of Directors Charter and Draft Town-Library Board Memorandum of Understanding (MOU), be approved.

7. **Oakville Public Library Strategic Plan – Request for Proposal – Presentation by CEO**

Presentation and handout to be distributed at meeting.

Recommendation:

That, in order to determine the successful candidate in Request for Proposal Prop-6-2016 for consulting services to assist with the creation of the new Board Strategic Plan (2016-2019), the CEO be authorized invite the qualified candidates as determined by the Board for presentation of their proposal submissions at the next Board meeting.

8. **2016 Budget – Annual Salary Adjustment for Oakville Public Library Employees**

Recommendation:

That, given the 2016 Oakville Public Library budget was approved by Council on December 14, 2015, staff be directed to execute the annual salary adjustment for Oakville Public Library employees.

CONFIDENTIAL DISCUSSION ITEM(S)

C-1. **Personal Matter**

- **Verbal Report from CEO, February 25, 2016**

9. NEW BUSINESS

ADJOURNMENT