



THE RICHMOND HILL PUBLIC LIBRARY BOARD

THURSDAY, MAY 20, 2010

MINUTES

The Richmond Hill Public Library Board held its regular meeting on Thursday, May 20, 2010 in the Boardroom at the Central Library, 1 Atkinson Street, Richmond Hill, Ontario.

PRESENT: David Bishop, Chair
William F. Bell
Katherine Belrose
Councillor Greg Beros
Councillor Godwin Chan
Shelagh Harris
Elizabeth Wilfert
Martin Zegray

STAFF: Jane Horrocks, CEO
Mary Jane Celsie, Director of Public Service
Barbara Ransom, Director of Service Development Planning & Support
Susan Quinn, Administrative Assistant
Catherine Charles, Corporate Relations Officer
Rosemary Kavanagh, Manager of Adult Services

1.0 CALL TO ORDER

The Chair called the meeting to order at 7:35 pm.

2.0 REGRETS

3.0 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

4.0 MINUTES

.1 Board Meeting March 25, 2010

10:41 Moved by Councillor Godwin Chan
Seconded by Martin Zegray
That the Minutes of March 25, 2010 be adopted; and
That it be noted that the Board Chair approved the cancellation of the April 15, 2010 meeting due to the March meeting being one week later because of March Break and the April meeting falling on April 15th, which left only 10 working days between the March meeting and the Monday delivery of the Board package.
Carried Unanimously

5.0 BUSINESS ARISING

10:42 Moved by Councillor Greg Beros
Seconded by Shelagh Harris
That Business Arising be received.
Carried Unanimously

6.0 CORRESPONDENCE

.1 Letter from Michael Chan, Minister of Tourism and Culture
April 15, 2010
RE: CNIB Library Partners Program

.2 Article from The Liberal
April 22, 2010
RE: Library's annual Poetry Gala draws a crowd

.3 Email from FOPL
April 26, 2010
RE: Federation Board Chair Steps Down

.4 Letter from Gerry Phillips, Minister Responsible for Seniors
May 6, 2010
RE: Senior Achievement Awards

.5 Article from The Liberal
May 8, 2010
RE: Town's plan for future yours to read

10:43 Moved by Councillor Godwin Chan
Seconded by Martin Zegray
That the Correspondence be received.
Carried Unanimously

7:45 p.m. Elizabeth Wilfert arrived.

7.0 CHIEF LIBRARIAN'S REPORT

10:44 Moved by William F. Bell
Seconded by Katherine Belrose
That the *Chief Librarian's Report CLR10.04* be received.
Carried Unanimously

8.0 STAFF REPORTS

.1 **SRLIB10.13** **2010 First Quarter Statistics Report**

10:45 Moved by Shelagh Harris
Seconded by Martin Zegray
That the Board receive *SRLIB10.13 2010 First Quarter Statistics Report*.
Carried Unanimously

.2 **SRLIB10.14** **1020 First Quarter Financial Report**

10:46 Moved by William F. Bell
Seconded by Councillor Godwin Chan
That the Board adopt *SRLIB10.14 2010 First Quarter Financial Report*.
Carried Unanimously

.3 **SRLIB10.15** **WSIB Workwell Audit 2010**

Catherine Charles described the events that led to the recently completed Workwell Audit, advised that the Library received a low mark and, as a result, was scheduled for a follow-up audit in November, 2010. She noted that the mark an organization receives is not reflective of the work done for the audit because each section is scored on a pass or fail basis only. Most organizations have difficulty with the all or nothing scoring format. For example an organization can score 9 out of 10 in a section and the audit score would be zero for that section.

A lengthy discussion followed as the result of the Board's concern that the WSIB audit results might imply deficiencies in the Library as a workplace. Board Chair, David Bishop, stated his belief that the Library's WSIB audit results were a matter of form over substance. The evaluation as described was process driven and the audit outcome was like a long string of computer code that fails to process because of one misplaced character. The discussion made it clear that, regardless of the Workwell Audit process, the Board wants the Library to pass the second audit.

10:47 Moved by Councillor Godwin Chan
Seconded by Elizabeth Wilfert
That the Board receive *SRLIB10.15 WSIB Workwell Audit 2010*; that the Board's concern be noted in the minutes; that Library staff report back to the Board in September on the preparations undertaken to ensure a pass for the second audit in October/November 2010; and that the Education Safety Representative, Mike Atkinson, be invited to the September Board meeting to answer any questions that Board members may have.
Carried Unanimously

**.4 SRLIB10.16
Library Materials Vendor Update**

10:48 Moved by Elizabeth Wilfert
Seconded by Martin Zegray
That the Board approve the recommendation in SRLIB10.16 *Library Materials Vendor Update*.
Carried Unanimously

**.5 SRLIB10.17
Settlement Program for Newcomers - Update**

10:49 Moved by Katherine Belrose
Seconded by Martin Zegray
That the Board receive the SRLIB10.17 *Settlement Program for Newcomers - Update*
Carried Unanimously

9.0 DATE OF NEXT MEETING

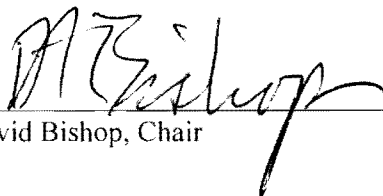
The next **Library Board Meeting** be held **Thursday, June 17, 2010 at 7:30 p.m.** in the Boardroom at the Richmond Hill Central Library.

10.0 ADJOURNMENT

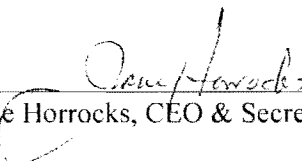
10:50 Moved by Katherine Belrose
Seconded by Elizabeth Wilfert
That the meeting be adjourned.
Carried Unanimously

At 8:35 p.m. the meeting adjourned.

Respectfully submitted,



David Bishop, Chair



Jane Horrocks, CEO & Secretary-Treasurer