

# Federation of Ontario Public Libraries

**Meeting of the Board of Directors**

**Minutes Friday, Nov. 18th, 2016 Draft**

*10:00 am – 2:00 pm*

**Toronto Reference Library – 789 Yonge Street – Founders Room**

Attendees: Margie Singleton, Ian Ross, Jennifer La Chapelle, Kathy Fisher, Margaret MacLean, Julia Merritt, , Sheri Mishibinijima, Pam Ryan, Stephen Abram, Vickery Bowles, Paul Ainslie, Terri Pope, Maureen Barry

Regrets: Wayne Greco, Sabrina Saunders, Dianne LeBreton, Anand Date, Sonya Doyle, Amanda Simard, Diane Kelly,

Staff: Stephen Abram

Guest(s): Kevin Brennan, CFLA

# AGENDA

1. **Call to Order**

FOPL Board of Directors meeting called to order at 10:20 am

1. **Regrets**

As noted

1. **Declarations of Conflicts of Interest**
   1. Stephen Abram: consulting to PLs (Waterloo PL/Edmonton PL, St Marys PL, EGPL, Caledon PL, Sarnia Lambton PL, and investments in Library start-ups, teaching at iSchool (U of T) as well as in a partnership.
   2. No further conflicts noted
2. **Approval of Agenda**

It was requested by the Chair that item 17 be moved forward on the agenda to become item # 8

MOTION

Motion to Approve the FOPL Board of Director’s Agenda of Friday, Nov. 18th 2016 as amended

Moved By:

*Ian Ross*

Seconded By:

*Paul Ainslie*

/All in Favour

1. **Minutes from Oct 7th meeting**

Noted that Ian Ross was not absent and that Kathy Fisher was absent for a portion of meeting due to technical difficulties

Moved By:

*Margaret MacLean*

Seconded By:

*Julia Merritt*

/All in Favour

1. **FOPL CHAir Report**

None

1. **Executive Director Report**

MOTION**:**

*That the report of the FOPL Executive Director be received as circulated.*

Moved By:

*Terri Pope*

Seconded By:

*Vickery Bowles*

/All in Favour

1. **In CAMERA**

MOTION: To move in camera.

Moved By:

*Ian Ross*

Seconded By:

*Paul Ainslie*

/Passed

The Executive Director left the meeting.

1. **Lighthouse Consulting Contract**

The Board reviewed the proposed Compensation Policy

MOTION

Move to extend the Lighthouse Consulting Inc. contract with a fee increase and to approve the new Compensation Policy.

Moved By:

*Ian Ross*

Seconded by:

*Margaret MacLean*

/All in Favour

The Executive Director returned and was apprised of the decision to renew contract and new Compensation Policy.

1. **Executive Director Goals 2016-17**

The ED presented proposed Goals and Initiatives 2016-17

Motion: To endorse the executive director’s performance goals for 2017.

Moved By:

*Vickery Bowles*

Seconded By:

*Terri Pope*

/Passed

MOTION:

Move to open session

Moved By:

Pam Ryan

Seconded By:

*Paul Ainslie*

/All in Favour

MOTION:

To approve all actions taken In camera

Moved by:

*Julia Merritt*

Seconded by:

*Margaret MacLean*

/All in Favour

1. **Treasurer’s Report**

MOTION:

*It is recommended that the Federation of Ontario Public Libraries Board receive the Treasurer’s Report for the period ended August 31st, 2016*

Moved By:

*Pam Ryan*

Seconded By:

*Vickery Bowles*

/All in Favour

1. **Committees and Task Forces**

MOTION:

*Receive the oral reports of committees. Resignation of Cathy Grant from the Marketing Committee was received. Cathy will be thanked for her contribution to the success of FOPL.*

Moved By:

*Vickery Bowles*

Seconded By:

*Paul Ainslie*

/All in Favour

1. **Report on Board Nominations and Process**

The board chose to leave the three positions unfilled and fill them at the AGM in February.

MOTION:

Move to strike a nominations committee of Pam Ryan, Kathy Fisher and Jennifer LaChapelle

Moved By:

*Ian Ross*

Seconded By:

*Terri Pope*

/All in Favour

1. **Admin Hiring Progress**

The admin assistant job ad was posted Oct. 12, 2016. With 400 applicants it is taking a while!

1. **Marketing Plan Project** 
   1. Open Media Desk Update
   2. Tagline Initiative

MOTION:

*Receive the reports on our marketing projects. Phase 2 group to join pilot project will be the Durham group of with a phase three happening shortly thereafter prior to OLA SC.*

Moved By:

*Vickery Bowles*

Seconded By:

*Julia Merritt*

/All in Favour

1. **FOPL Statistics Project Update**

MOTION:

*That the FOPL Statistics Project update and report on custom reports be received*

Moved By:

*Sheri Mish*

Seconded By:

*Maureen Barry*

/All in Favour

The Chair left the mtg. Chair was assumed by Paul Ainslie, Vice Chair of Board

1. **CFLA Membership**

Guest: Kevin Brennan, executive director of CFLA reported on the CFLA.

MOTION: Moved that the board joins CFLA at the $3,000.00 level.

Moved By:

*Vickery Bowles*

Seconded By:

*Terri Pope*

/Passed

1. **Culture: Public Library Funding Review**

MOTION: To receive the PLFR Draft Document and continue the process.

Moved By:

*Terri Pope*

Seconded By:

*Paul Ainslie*

/Passed

1. **STRATEGIC PLAN**

MOTION

Move that the Strategic Plan as formatted and edited by the ED be approved and posted to members.

Moved:

*Vickery Bowles*

Seconded by:

*Julia Merritt*

/All in Favour

1. **Upcoming Meeting Schedule**

* A teleconference in Jan. 2017 to approve the audit report
* The AGM on the first day of OLA Super Conference on Thursday Feb. 2, 2017
* Note: There is a Ministry consultation on the afternoon of Wednesday Feb. 1, 2017
* A board meeting will be held for one hour before the AGM

**Other Business**

None

1. MOTION: Adjournment at 2:00 pm

Moved By:

*Vickery Bowles*

Seconded By:

*Ian Ross*

/Passed