



**OSHAWA PUBLIC LIBRARIES
REGULAR MEETING OF THE BOARD**

**Thursday, September 17, 2009 at 6:30 p.m.
McLaughlin Branch Board Room**

MINUTES

- Present:** Councillor Joe Kolodzie, Eileen Minett, Janet Nisbet, Esrick Quintyn, Elizabeth Vipond
- Regrets:** Garth Johns, Stan Karwowski, Councillor Brian Nicholson, Rose Rockbrune, John Sproule
- Staff:** Ian Heckford, CEO
Bob Merry; Manager, Corporate Services
Karen Haley, Executive Assistant

Eileen Minett chaired the meeting and Karen Haley acted as Recording Secretary.

Approval of Agenda and Minutes deferred to the October Board Meeting due to lack of quorum.

1. **Correspondence** – no correspondence
2. **Approval of Agenda** – received for information
3. **Approval of Previous Minutes**
4. **Business Arising**

Ministry of Health Promotion – Grant

Ian Heckford advised board members that the Library did not qualify for the grant due to the economic level in the Legends Centre area.

5. a. **Report of the Chair** – no report
- b. **Report of the CEO**

Ian Heckford answered questions on his written report. The highlight for September was the Pass The Book event held on September 15th at the Legends Centre Complex and featured Limba the elephant from the Bowmanville Zoo. The event attracted a crowd of 300. Mr. Heckford thanked Eileen Minett for representing the Board and Mayor John Gray for his attendance.

Accessibility for Ontarians with Disabilities Act (AODA)

Ian Heckford reported on the Library's requirements to ensure policies are in compliance with legislation under the Ministry of Community and Social Services concerning accessibility. All staff will be trained in November on accessibility standards concerning the Customer Service component of the Act which will take effect on January 1, 2010. All board members and library volunteers will be required to read a customer service booklet and sign stating they have reviewed the booklet. This information will be retained on file for audit purposes. The booklets will be distributed in October.

The following additional accessibility standards are currently under development:

- Transportation
- Information & Communications
- Built Environment
- Employment

Four new policies will need to be drafted for Board approval. The final date for implementation of the standards is 2025.

Councillor Kolodzie suggested that Library staff send their document to the City of Oshawa Accessibility Advisory Committee for comments before final implementation.

c. **Friends of the Library Report**

The next Friends meeting will be held on September 21, 2009 at 10:15 a.m.

d. **Health and Safety Report**

Bob Merry reported that an updated Health and Safety manual will be rolled out in November at training sessions. All staff will attend the training.

Councillor Kolodzie enquired if the manual can be reviewed at the October Board Meeting for information.

e. **Financial Report**

Financial material was received for information.

6. **Committee Reports**

- a. Strategic Planning Committee – no report
- b. Public Relations Committee – no report
- c. Bylaw and Policy Committee -

Ian Heckford stated that a meeting will be scheduled in October to review new policies.

7. **New Business**

Councillor Kolodzie stated his family visits the Legends Branch and is very pleased with the staff and services.

8. **Adjournment** – meeting adjourned at 6:55 p.m.