



**Board of Management**  
**Minutes of Meeting: February 9<sup>th</sup>, 2016 @7:30 p.m.**

**Place:** 95 Lavinia Avenue  
**Present:** J. Slaughter, R. Patrickson, J. Anderson, K. Roumanis, T. Emo, S. Zalepa, P. Vlach, W. Roberts, M. Hudson  
**Guest:** B. Livingston, (Swansea Memorial Library)  
**STH Staff:** E. Gaigalas (E.D.), C. Walmsley (E.A.)  
**Regrets:** N. Stein, B. O'Rourke, Councillor S. Doucette  
**Absent:** M. Casey, G. Dubauskas, T. O'Reilly, A. Gidaro, T. McLennon (Advisor)

1. **Addition of items to agenda:** none
2. **Agenda Adoption:** W. Roberts moved to adopt the amended agenda, seconded by M. Hudson. **CARRIED**
3. **Declarations of Interest:** none
4. **Minutes of Previous Meeting:** W. Roberts moved approval of the minutes of the December 3, 2015 Board of Management meeting, seconded by P. Vlach. **CARRIED**
5. **Items arising not contained in agenda below:** none
6. **Swansea Memorial Library Report (SML) :** B. Livingston, manager of the Swansea and Runnymede Toronto Public Library Branches, thanked the Board of Management for the Swansea Town Hall 2015 purchase of furniture and then presented her report on the Swansea Memorial Library. SML 2015 circulation was up 4.3% and visits were up 2.3%. Of 100 libraries in the TPL system, SML continues to have the lowest circulation. The E.D. requested that in a future report comparisons across the library system would be useful in understanding the SML statistics.
7. **Referrals from Swansea Town Hall Association:** none

**Standing Committee Reports**

8. **Executive Committee Report:** no report
9. **Treasurer's Report:** no report
10. **Building and Furnishings:** no report.
11. **Space Use (SUC):** W. Roberts moved the January 26, 2016 Space Use report be accepted with the recommendations contained therein, seconded by T. Emo. **CARRIED**

- 12. Community Liaison Committee (CLC):** R. Patrickson moved the January 25, 2016 CLC report be accepted with the recommendations contained therein, seconded by S. Zalepa. **CARRIED**
- 13. Ad Hoc Committee on Governance (GOV):** J. Anderson moved the January 20, 2016 Governance report be accepted with the recommendations contained therein, seconded by W. Roberts. **CARRIED**  
The E.D. noted that how complaints about the Board or E.D. will be handled at the City is still being determined and he will report back to the Committee when a process has been decided.
- 14. Executive Director's Report:** W. Roberts moved receipt of the January 2016 Executive Director's report, seconded by K. Roumanis. **CARRIED**
- 15. Nominating Committee:** S. Zalepa moved to appoint M. Hudson to the Nominating Committee as a Swansea Town Hall Board of Management representative, seconded by P. Vlach. **CARRIED**  
The Committee requests that all Community Elected Board members whose terms expire this year, and who want to stand for re-election, should submit their applications to the Committee by March 7, 2016.
- 16. Correspondence:** none
- 17. Attachments:** Nil reports; Remuneration and Expenses & Travel Expenses 2015, Committee Memberships as at January 2016.
- 18. Human Resources (HR) Committee:**  
The E.D. gave a brief presentation on the City Process and rationale for what has been presented to the Board.  
The E.D. and E.A. left the room.

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**IN CAMERA**

- J. Slaughter moves to approve the 2015 Performance Planner with Strategic Themes and Activities, seconded by M. Hudson. **CARRIED**
- J. Slaughter moves to approve that a 3 person subcommittee conduct the Performance Review of the E.D. for 2015 and 2016, seconded by R. Patrickson. **CARRIED**
- R. Patrickson moves that this 3 person subcommittee endeavour to complete the 2015 Performance Planner of the E.D. by March 24, 2016, seconded by S. Zalepa. **CARRIED**
- R. Patrickson moves that this 3 person subcommittee endeavour to complete the 2016 Performance Planner of the E.D. by May 26, 2016, seconded by S. Zalepa. **CARRIED**
- R. Patrickson moves that this 3 person subcommittee review with the E.D. the status of the E.A. Performance Review and suggests that the same time lines or better be followed as for the E.D., seconded by M. Hudson. **CARRIED**
- J. Slaughter motioned to approve the balance of the HR report, seconded by S. Zalepa. **CARRIED**

- 19. Adjournment:** S. Zalepa motioned to adjourn the meeting at pm, seconded by K. Roumanis. **CARRIED**

UPCOMING 2016 MEETINGS & EVENTS			
Thursday	March 24	7:30 pm	Swansea Town Hall Board of Management Meeting
Thursday	April 28	7:30 pm	Swansea Town Hall/STHA Annual General Meeting