



AGM Agenda Item 3

**ANNUAL GENERAL MEETING  
MINUTES – MAY 29, 2013**

**PRESENT:**

Barrie Public Library  
Burlington Public Library  
Burnaby Public Library  
Calgary Public Library  
Edmonton Public Library  
Bibliothèque de Gatineau  
Greater Victoria Public Library  
Guelph Public Library  
Fraser Valley Regional Library  
Halifax Public Library  
Hamilton Public Library  
London Public Library  
Markham Public Libraries  
Mississauga Library System  
Bibliothèque de Montréal  
Okanagan Regional Library  
Oshawa Public Library  
Ottawa Public Library  
Regina Public Library  
Richmond Hill Public Library  
Surrey Libraries  
Thompson-Nicola Regional District Library  
Thunder Bay Public Library  
Toronto Public Library  
Vancouver Island Regional Library  
Vancouver Public Library  
Vaughan Public Library  
Winnipeg Public Library  
Executive Director

Al Davis  
Maureen Barry  
Edel Toner Rogala  
Ellen Humphrey  
Linda Cook  
Carole Laguë  
Maureen Sawa  
Kitty Pope  
Robert O'Brennan  
Judith Hare  
Paul Takala  
Susanna Hubbard Krimmer  
Catherine Biss  
Anne Murphy  
Ivan Filion  
Stephanie Hall  
Ian Heckford  
Danielle McDonald  
Jeff Barber  
Louise Proctor Maio  
Melanie Houlden  
Marc Saunders  
John Pateman  
Vickery Bowles  
Rosemary Bonanno  
Sandra Singh  
Margie Singleton  
Rick Walker  
Jefferson Gilbert

**REGRETS:**

Bibliothèque et Archives nationales du Québec  
Brampton Public Library  
Cambridge Public Library  
Coquitlam Public Library  
Kitchener Public Library  
Bibliothèque de Laval  
Libraries and Archives Canada  
Oakville Public Library  
Oshawa Public Library  
L'Institut Canadien de Québec, Le Réseau des bibliothèques de la Ville de Québec  
Richmond Public Library  
Saskatoon Public Library  
St. Catharines Public Library  
Waterloo Public Library  
Whitby Public Library  
Windsor Public Library

Hélène Roussel  
Rebecca Raven  
Greg Hayton  
Silvana Harwood  
Sonia Lewis  
Jean-Francois Roulier  
Fabio Onesi  
Charlotte Meissner  
Ian Heckford  
Marie Goyette  
Greg Buss  
Zenon Zuzak  
Lilita Stripnieks  
Laurie Clarke  
Ian Ross  
Chris Woodrow



The Chair called the meeting to order at 4:18 pm local time.

## 1. QUOROM ESTABLISHED

## 2. ADOPTION OF AGENDA

MOTION:

Moved by Rosemary Bonanno

Seconded by Susanna Hubbard Krimmer

THAT the AGM Agenda be accepted.

CARRIED

## 3. APPROVAL OF THE 2011 AGM MINUTES:

MOTION:

Moved by Linda Cook

Seconded by Danielle McDonald

THAT the 2011 AGM Minutes be approved.

CARRIED

## 4.1 CHAIR REPORT – 2012 ACHIEVEMENTS FOR CULC/CBUC

Chair Catherine Biss reported that CULC/CBUC had another year of significant achievement:

### RESEARCH

- 2012 Salary Survey
- KPI published under Don Mills with updates to definitions
- Research Study between Libraries & Municipalities by Ken Roberts
- Ken Haycock's work on Core Competencies
- 8Rs10 years later has begun aided by CULC/CBUC

### KNOWLEDGE TRANSFER & EXCHANGE

- Two member meetings
- Stream of programming, including the session "What is Keeping CEOs of Large Public Libraries Up at Night" which is a highlight at each conference. Thank you to John, Judy, and Paul. This year the committee is Catherine, Sandra, and Rick.
- Teleconference for CEO members on Copyright
- Face-to-Face meeting with the National Librarian, and as a result CULC/CBUC was invited to speak to his staff about the importance of innovation
- Lest We Forget program expanded with a kick-off in Halifax last year
- LAC-BAC Consultations on ILL and the National Union Catalogue
- Alternate Format Delivery to Canadians with Print Disabilities
- Continued work of the eBook Working Group

### CAPACITY BUILDING

- eBook Working Group
- Expansion of partnership around cultural access pass – in 10 communities now
- Public Library Leadership Fellows Program
- Member Wiki – Policies, CEO Contracts, Collective Agreements
- National Book Count
- PanCanadian Documentary Heritage Network – two CULC presentations
- Negotiated a seat for Libraries on the Booknet Board of Directors
- Successful streams at conferences

### ORGANIZATIONAL RESILIENCY

- Strong financial year: we collected revenue sufficient to fund operations
- Experimented with new meeting formats including subject matter experts



### LOOKING AHEAD

- More work in key areas:
- eBook Pilot
- Alternate Format Delivery project
- Compliance with the new Not-for-Profit Act
- Use of Public Space

Thanks to all members who contributed and to Jefferson Gilbert.

#### MOTION TO RECEIVE THE CHAIR REPORT:

Moved by Judy Hare;  
Seconded by Louise Proctor Maio

THAT the report by the Chair be approved  
CARRIED

### 4.2 TREASURER REPORT

The Treasurer provided the membership with a written report. Executive is looking at future funding needs of CULC/CBUC and updating the membership fees by a moderate amount linked to the updated population figures (which hadn't been updated since 2007).

#### MOTION TO RECEIVE THE TREASURER REPORT:

Moved by Rob O'Brennan;  
Seconded by Sandra Singh

THAT the report by the Treasurer be approved  
CARRIED

### 5.0 RECEIPT OF THE 2012 AUDIT

The Audit, by Harris & Chong LLP, was received. We have had to write off some bad accounts receivable linked to Quebec libraries. Our accounting software counts all invoices and we need to move away from that because our membership is entirely voluntary. Some membership invoices that were created in 2010 for libraries who opted not to become CULC/CBUC members. Still in a strong position financially with a reserve fund that has been invested in RBC High Interest Savings Account.

#### MOTION TO RECEIVE THE AUDIT:

Moved by Carole Laguë;  
Seconded by Ian Heckford

THAT the 2012 Audit be received.  
CARRIED

### 6. APPOINTMENT OF AUDITOR

#### MOTION:

Moved by Edel Toner Rogala;  
Seconded by Ian Heckford.

THAT Harris & Chong LLP be appointed the 2013 Auditor.  
CARRIED



## 7. NOMINATIONS COMMITTEE:

- The following slate of candidates were presented to the membership by the Nominations Committee.
- Chair: Catherine Biss, Markham Public Libraries
- Past Chair: Carole Laguë, Bibliothèque de Gatineau
- Vice Chair: Maureen Sawa, Greater Victoria Public Library
- Treasurer: Robert O'Brennan, Fraser Valley Regional Library  
Secretary: Ian Ross, Whitby Public Library

Thank you to Maureen Barry for her work as Secretary.

### MOTION:

Moved by Paul Takala  
Seconded by Ellen Humphrey

THAT the nominations for executive positions be accepted.

CARRIED

### MOTION:

Moved by Sandra Singh  
Seconded by Susanna Hubbard Krimmer

THAT the group reaffirm the position of Jefferson Gilbert as the Executive Director of the Canadian Urban Libraries Council for the next year.

CARRIED UNANIMOUSLY

### MOTION:

Moved by Ian Heckford

THAT the Annual General Meeting be adjourned

CARRIED

## MEETING ADJOURNED