

**Georgina Public Library Board**  
**Regular Board Meeting Minutes**  
**September 15, 2022 @ 7:00 p.m.**

**Zoom**

**1. Call to Order**

The meeting was called to order by the Chair at 7:03 p.m.

**2. First Nations Acknowledgement Statement**

*“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship. We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”*

**3. Roll Call**

The following Board Members were present:

Mary Catherine Macaluso, Chair  
Bobbi Sabatini, Vice-Chair  
Rita Beechey  
Leslie Johnstone  
Nancy Rodrigues  
Adrienne McDowell  
Shari Hawkins

The following Board Members were absent with notice:

Councillor Dave Neeson  
Naomi Davison

The following staff members were in attendance:

Valerie Stevens, *Director of Library Services/CEO*  
Serena Hamlyn, *Executive Assistant (Recording Secretary)*  
Anna Delong, *eServices Library Technician*  
Lisa Andersen, *Manager of Human Resources, Town of Georgina*

**4. Introduction of Addendum Items**

- additional item added to the Closed Session
- Closed Session will be moved to the start of the meeting
- 2023 Budget item added to New Business

**5. Approval of the Agenda**

Moved by Nancy Rodrigues, Seconded by Bobbi Sabatini

**RESOLUTION NO. GLB-2022-090**

That the Georgina Public Library Board meeting Agenda of September 15, 2022 be approved as amended

**Carried.**

**6. Announcements - None**

**7. Declarations of Pecuniary Interest – None**

**8. Closed Session**

Moved by Leslie Johnstone, Seconded by Shari Hawkins

**RESOLUTION NO. GLB-2022-091**

That the Georgina Public Library Board moved into closed session at 7:08 p.m.

**Carried.**

**1. Review of Closed Session minutes**

- i. July 21, 2022 - Personal matters about an identifiable individual, Section 16.1(4) of the Public Libraries Act - Human Resources matter
- ii. August 22, 2022 - Personal matters about an identifiable individual, Section 16.1(4) of the Public Libraries Act - Human Resources matter

2. Personal matters about an identifiable individual, Section 16.1(4) of the Public Libraries Act
  - Human Resources matter
  
3. Labour Relations or employee negotiations, Section 16.1(4) of the Public Libraries Act
  - Negotiations

Moved by Nancy Rodrigues, Seconded by Adrienne McDowell

**RESOLUTION NO. GLB-2022-092**

That the Georgina Public Library Board reconvene into open session at 7:24 p.m.

**Carried.**

The Board rose from closed session and made the following motions:

Moved by Bobbi Sabatini, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2022-093**

That the Closed Session minutes of July 21, 2022, and August 22, 2022 be approved as presented

**Carried.**

Moved by Nancy Rodrigues, Seconded by Adrienne McDowell

**RESOLUTION NO. GLB-2022-094**

That the verbal communications from L. Andersen presented in Closed Session regarding Closed Session item #2- Personal matters about an identifiable individual, Section 16.1(4) of the Public Libraries Act -Human Resources matter be received

**Carried.**

Moved by Rita Beechey, Seconded by Shari Hawkins

**RESOLUTION NO. GLB-2022-095**

That Human Resources and the CEO proceed as instructed on Closed Session item #3 – Labour Relations or employee negotiations, Section 16.1(4) of the Public Libraries Act - Negotiations

**9. Adoption of the Past Minutes**

- July 21, 2022 Board meeting minutes
- August 22, 2022 Special Board meeting minutes
- September 7, 2022 Special Board meeting minutes

Moved by Adrienne McDowell, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2022-096**

That the minutes of the July 21, 2022 Board meeting, August 22, 2022 Special Board meeting, and September 7, 2022 Special Board meeting be adopted as circulated

**Carried.**

10. **Delegations/Speakers – None**

11. **Presentations – None**

12. **Consent Agenda**

- a. Branch Report – July & August
- b. Work Plan Update
- c. Financial Statement –July & August 2022

Moved by Rita Beechey, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2022-097**

That Item 11 – Consent Agenda be received as circulated.

**Carried.**

13. **Verbal Communications**

a. CEO Update (V. Stevens)

**COMMUNITY CONNECTIONS**

- Amy Butcher attended the local Rogers studio’s 10 year anniversary on behalf of GPL
- Mary Catherine Macaluso and I presented the 2021 Year in Review to Council on September 14, 2022

**SPACES**

- Pepperlaw carpet replacement, which is part of the Town’s BCA program, is now projected to be installed in late October/early November

**PEOPLE & LEADERSHIP**

- Sarah James, with support from the management team, hired 5 new Library Students; will be posting shortly for remaining Library Student vacancies
- Hiring is underway for additional Casual Library Clerks
- Amy Butcher and I attended a FOPL workshop on partnering with First Nations Public Libraries

## COLLECTIONS & PROGRAMS

- After a long pandemic hiatus, physical newspapers are back in branches; delivery challenges are starting to even out
- Summer Reading programs were a success for all age groups, and thank you to the Friends for sponsoring some of the prizes

## TECHNOLOGY

- Becky George and I will be attending the Ontario Library Consortium (OLC) AGM tomorrow

## MISCELLANEOUS

- Submitted 2022-2023 Public Library Operating Grant (PLOG) to the province
- Continue to work with Finance on drafting GPL's 2023 budget

### b. Board Chair Update (M.C. Macaluso)

- The Board Chair has been attending the strategic planning meetings
- The Board Chair continues to meet regularly with the CEO
- The Board Chair noted the National Truth and Reconciliation Day event taking place at GPL on Saturday, October 1<sup>st</sup> and asked if any Board members would like to join her in attending

### c. Friends of the Library Update (B. Sabatini)

- The Friends had a social meeting, which a new Friends member attended, and where they reconnected as a group
- The Friends have received a request from The Connors - they are hoping that the Friends and GPL will partner with them on setting up a children's area for Music in the Streets Festival next year
- The Friends are still in the discussion stage of planning for the Tea Party arrangements
- The Friends have another meeting coming up on Monday

### d. Strategic Planning Committee Update (R. Beechey)

### August 8<sup>th</sup> meeting

- At the August 8<sup>th</sup> meeting we continued to refine the language that we have been developing in the previous meeting for the Vision, Mission and Values.
- After considerable discussion we arrived at consensus about Vision and Mission.
- We considered the feedback from the surveys in our thought process.
- In the second part of the meeting we focused on Values and used the extensive list that we had developed through brainstorming in the July meeting to consolidate our thoughts and combine similar words into more defined statements.

- We also had a lively discussion about strategic themes.
- Steven shared his experience with the greater Library world to get us to think about how we measure our success against the points we raise in the strategic plan.
- If we are too specific, we risk not reaching our goals. If we are too vague, we have no measuring stick.
- We narrowed down our strategic themes to 8 with the goal of discussing further at the September meeting.
- Steven will produce a Sharepoint document of our progress for our review and input within the next few days.
- He asked that we give it some thought and send him comments.
- Based on the input he will consolidate our progress so far for the next meeting on September 12<sup>th</sup>.

### September 12<sup>th</sup> meeting

- The revised Sharepoint document from the August 8<sup>th</sup> meeting with input over the month was received by the committee on Friday Sept 9<sup>th</sup>.
- The goal of this meeting was to discuss strategic themes.
- Much discussion was generated about outreach and linking to community resources.
- This centered around the most vulnerable members of our community who may need help in accessing services and who may have limited access to technology.
- There was a brief discussion on increasing need for mental health awareness in these ever-complex times.
- Val informed us that some Libraries have a Social Worker on staff to help with mental health issues.
- We then moved on to a discussion of environmental sustainability as a theme.
- This led to an exploration of using roots and growth as a thread through the broad themes of our plan.
- We discussed the value of using active words in our strategic themes to capture the idea of moving forward.
- We narrowed our themes to four using action words.
- We will not lose the ideas of the longer list but use them as subpoints under the general themes.
- Steve will consolidate our evolving document and send it out next week for our input.
- At the next meeting on October 21<sup>st</sup> we will get closer to our final document.

Moved by Nancy Rodrigues, Seconded by Adrienne McDowell

**RESOLUTION NO. GLB-2022-098**

That items 12 a., b., c., and d. Verbal Communications be received as presented

**Carried.**

**14. Old Business - None**

**15. New Business**

a. Policy Review: Procurement Policy

Moved by Bobbi Sabatini, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2022-099**

That the Procurement Policy be accepted as amended

**Carried.**

b. 2023 Budget item

The CEO informed the Library Board that the Town of Georgina's Deputy CAO has recommended that the Library Board rename one of their reserve budget lines. One reserve line is currently called Reserve for Salary Adjustment and the other line is called Reserve for Capital Expenditures. The recommendation is to change the name of the salary reserve line to Reserve for Stabilization/Operating.

The CEO asked the Board for approval to temporarily fund the new supervisor position through reserves until the opening on the MURC Discovery Branch, as well as for drawing on reserves in order to stabilize the fines budget line as they run the Fine Free pilot project.

Moved by Rita Beechey, Seconded by Adrienne McDowell

**RESOLUTION NO. GLB-2022-100**

That the Library Board authorize the renaming of the salary adjustment reserve to library stabilization/operations pending having confirmation in writing from the Town that the Library

Board will maintain full control of the reserves, including moving money between them

**Carried.**

Moved by Bobbi Sabatini, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2022-101**

That the Board authorizes drawing on reserves money to fund the stabilization of the fine free pilot project; and the salary for the projected supervisor position until such time as the supervisor position is funded through the MURC operational funds

**Carried.**

**16. Other business**

B. Sabatini brought up Ontario Public Library Week and the fact that the October Board meeting falls within that week. B. Sabatini suggested holding a Board meet & greet prior to the meeting, from 6-7, holding an in-person meeting directly following the meet and greet.

**17. Closed Session**

The CEO and Recording Secretary did not join the second Closed Meeting.

Moved by Rita Beechey, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2022-102**

That the Georgina Public Library Board moved into Closed Session at 8:34 p.m.

**Carried.**

4. Personal matters about an identifiable individual, Section 16.1(4) of the Public Libraries Act
  - CEO Annual Performance Evaluation

Moved by Nancy Rodrigues, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2022-103**

That the Georgina Public Library Board reconvene into Open Session at 9:25 p.m.

**Carried.**

The Board rose from closed session and made the following motion:

Moved by Adrienne McDowell, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2022-104**

That the Georgina Public Library Board accept the Evaluation Committee's report as presented

**Carried.**

**18. Next Meeting Date /Time**

October 20, 2022 @ 7:00 p.m. – Keswick Library Branch

**19. Adjournment**

Moved by Bobbi Sabatini, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2022-105**

That the Georgina Public Library Board meeting of September 15, 2022 adjourn at 9:27 p.m.

**Carried.**

*Mary Catherine Macaluso*  
Board Chair

  
Recording Secretary