

**Georgina Public Library Board**  
**Regular Board Meeting Minutes**  
**December 15, 2022 @ 5:00 p.m.**  
**Zoom**

**1. Call to Order**

The meeting was called to order by the Chair at 5:03 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  
Adrienne McDowell  
Councillor Dave Neeson  
Naomi Davison (arrived late)  
Nancy Rodrigues

The following Board Member was absent:  
Shari Hawkins

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*  
Rob Wheeler, *Deputy CAO/Treasurer, Town of Georgina*  
Lisa Andersen, *Human Resources Manager, Town of Georgina*  
Cathy Tustin, *Human Resources Business Partner, Town of Georgina*

**4. Introduction of Addendum Items**

- Reserves discussion moved up to start of meeting
- Closed Session moved up
- Hours of operation added under New Business
- OLA SuperConference added under New Business

**5. Approval of the Agenda**

Moved by Nancy Rodrigues, Seconded by Bobbi Sabatini

**RESOLUTION NO. GLB-2022-124**

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

**Carried.**

- 6. Old Business** – one item moved up to start of meeting
- a. Library reserve balance and recent surpluses (R. Wheeler) – moved to start of meeting

Moved by Leslie Johnstone, Seconded by Dave Neeson

**RESOLUTION NO. GLB-2022-125**

1. That the Board approve the transfer of \$500,000 from the Library Capital Reserve, through the 2023 Budget, back to Town reserves
2. That the Board approve the transfer of any 2022 surplus, through the 2023 Budget, back to Town reserves
3. That the Board approve to rename the Library Staffing Reserve, through the 2023 Budget, to Library Stabilization Reserve
4. That the Board approve to create a new discretionary reserve, through the 2023 Budget, named Library Professional Development and Staff Engagement Reserve
5. That the Board approve the transfer of \$354,650 from the Library Capital Reserve to the Library Stabilization Reserve, through the 2023 Budget
6. That the Board approve the transfer of \$25,000 from the Library Capital Reserve to the Library Professional Development and Staff Engagement Reserve, through the 2023 Budget
7. That the Board approve the transfer of any excess Professional Development Funds within the Library budget at yearend to be contributed to the Library Professional Development and Staff Engagement Reserve, through the 2023 Budget

**Carried.**

## 7. Closed Session

Moved by Rita Beechey, Seconded by Adrienne McDowell

### **RESOLUTION NO. GLB-2022-126**

That the Georgina Public Library Board moved into closed session at 5:19 p.m.

**Carried.**

1. Labour relations or employee negotiations, Section 16.1(4) of the Public Libraries Act

Moved by Bobbi Sabatini, Seconded by Rita Beechey

### **RESOLUTION NO. GLB-2022-127**

That the Georgina Public Library Board reconvene into open session at 5:47 p.m.

**Carried.**

The Board rose from Closed Session and made the following motions

Moved by Bobbi Sabatini, Seconded by Dave Neeson

**RESOLUTION NO. GLB-2022-128**

1. That Confidential Report No. CEO-2022-001 be received for information purposes as amended; and
2. That the Board Chair, Vice-Chair, and Director of Library Services/CEO be authorized to execute the memorandum of settlement between the Georgina Public Library Board and the Georgina Library Unit of C.U.P.E local 905.13

**Carried.**

The CEO and Recording Secretary did not join the meeting for Closed Session item # 2.

Moved by Leslie Johnstone, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2022-129**

That the Georgina Public Library Board move back into closed session at 5:49 p.m.

2. Personal matters about an identifiable individual, Section 16.1 (4) of the Public Libraries Act

-Human Resources matter

Moved by Leslie Johnstone, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2022-130**

That the Georgina Public Library Board reconvene into open session at 6:05 p.m.

**Carried.**

The Board rose from Closed Session and made the following motion

Moved by Leslie Johnstone, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2022-131**

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.**

8. **Announcements – None**

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

*(N. Davison arrived)*

**10. Adoption of the Past Minutes – November 17, 2022 Board meeting minutes**

Moved by Bobbi Sabatini, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2022-132**

That the minutes of the November 17, 2022 Board meeting be adopted as circulated

**Carried.**

**11. Delegations/Speakers – None**

**12. Presentations – None**

**13. Consent Agenda**

- a. Branch Report
- b. Work Plan Update
- c. Financial Statement –November 2022

Moved by Dave Neeson, Seconded by Naomi Davison

**RESOLUTION NO. GLB-2022-133**

That Item 11 – Consent Agenda be received as circulated.

**Carried.**

## 14. Verbal Communications

### a. CEO Update (V. Stevens)

#### COMMUNITY CONNECTIONS

- GPL management team visited Chippewas of Georgina Island First Nation library on November 21

#### SPACES

- Keswick branch teen space plans have been finalized and furniture & equipment has been ordered

#### PEOPLE & LEADERSHIP

- Registration for 2023 OLA SuperConference is underway
- Hiring for Casual Library Clerks and Library Student positions is ongoing

#### COLLECTIONS & PROGRAMS

- Coming up this evening: A Very Merry Holiday with Connors Music at Keswick branch
- GPL continues to partner with public libraries across York and Durham Regions, as well as the York Region District School Board, to offer virtual events that would otherwise be out of reach financially for us to offer on our own.

#### TECHNOLOGY

- Nothing to report

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

- The Board Chair has been attending the Strategic Planning committee meetings
- The Board Chair continues to meet regularly with the CEO
- The Board Chair has been meeting occasionally with the Town's HR Manager

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



- The profit from the Tea Party event the Friends held in November was just over \$1700
- The Friends are looking at a change of venue for the event next year
- The Friends have received word that they got the title sponsor funding of \$5000 from CUPE to do the Spelling Bee event in 2023
- A couple of Friends members attended a volunteer appreciation event at Clearwater Farm

d. Strat planning committee update (N. Rodrigues)

- The Strategic Planning Committee last met on Friday November 18<sup>th</sup>
- At that meeting, they reviewed values and strategic themes
- There are 5 steps to the Strategic Planning process:
  - Theme
  - Goal
  - Objective
  - Action Plan – which is the step the Committee is on currently
  - Performance Measures
- The Committee's next step is cleaning up the document and receiving a cleaner version of the work we have done
- Next meeting is tomorrow

Moved by Dave Neeson, Seconded by Adrienne McDowell

**RESOLUTION NO. GLB-2022-134**

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

**Carried.**

**15. Old Business**

- a. Board Legacy Document

Moved by Rita Beechey, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2022-135**

That the Legacy document be adopted as presented

**Carried.**

b. Fine-Free pilot project

The CEO asked the Board how they would like to proceed with the fine-free model, which is currently a pilot project.

Moved by Leslie Johnstone, Seconded by Dave Neeson

**RESOLUTION NO. GLB-2022-136**

That Georgina Public Library extend the fine-free pilot project for at least 3 months and request from staff a report at the end of March sharing as many data sets as they can provide about the impact of charging fines vs. going fine-free for the Library

**Carried.**

**16. New Business**

a. Policy Review: Room Rentals

Moved by Rita Beechey, Seconded by Dave Neeson

**RESOLUTION NO. GLB-2022-137**

That the Room Rentals Policy be accepted as presented

**Carried.**

b. OLA SuperConference

The CEO asked for any questions or comments regarding attendance of Board members at the upcoming 2023 OLA SuperConference

c. Hours of Operation

L. Johnstone had a comment from a patron who feels the hours of 9:00am-2:00pm in Sutton and Pepperlaw on Saturdays is limited.

The CEO has asked one of the Library's managers to start speaking with staff regarding hours of operation on Saturdays, in order to get feedback from them on the open hours.

The CEO will look at the budget impact extending to the full day on Saturday in Sutton and Pepperlaw may have.

**17. Other business**

**18. Next Meeting Date /Time**

January 19, 2022 @ 7:00 p.m. – Zoom

**19. Adjournment**

Moved by Bobbi Sabatini, Seconded by Naomi Davison

**RESOLUTION NO. GLB-2022-138**

That the Georgina Public Library Board meeting of December 15, 2022 adjourn at 6:53 p.m.

**Carried.**

Mary Catherine Macaluso  
Board Chair

  
Recording Secretary