

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday, November 20, 2023 – 7:00 p.m.
Lakeshore Library – Community Room**

In Attendance: Rob Nicol, Councillor Robert Saunders, Barb Baguley, Sue Bennett, Rhonda Flanagan, Cynthia Gordon, Raj Grover
Staff in Attendance: Erin Scuccimarri, Jennifer Miyasaki, Shannon Kelly-Robb
Regrets: Anne Smith, Councillor Jennifer Richardson

1. CALL TO ORDER, WELCOME AND LAND ACKNOWLEDGEMENT

- The meeting was called to order at 7:00 p.m.
- The Board Vice Chair delivered the Land Acknowledgement Statement.

2. APPROVAL OF AGENDA

Motion #2023.77

Moved by: Raj Grover
Seconded by: Rhonda Flanagan

THAT the agenda of the November 20, 2023, meeting be approved as presented.

CARRIED.

3. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

4. DELEGATIONS TO THE BOARD

- Shannon Kelly-Robb, Library Services Supervisor, presented an overview of the social services provided at the Library in partnerships with organizations and agencies. The evolving role of Library Services staff as a result of the increasing needs in the community was also discussed.
- The presentation was followed by a brief Q & A.
- It was suggested that this be included in the annual presentation to Council.

CONSENT AGENDA

5. Approval of Previous Minutes

6. Correspondence

7. Reports for Information

- CEO Report
 - Dr. Raj Grover represented the Library for Simcoe Reads and was recognized as this years Simcoe Reads Champion
 - CEO highlighted the story “I am a citizen thanks to the library”

- Book sanctuary was also featured
- Municipal Council Report
 - No further updates
- Library Board Report
 - Roundtable sharing; items included:
 - OLS Board Assembly meeting was attended
 - Little Free Library is being well used
 - Library Staff were invited to participate in Library Days at Queens Park; focus on additional funding and support from the Province

Committee Updates:

- Finance Committee
 - Met on November 6th to review the Q3 Capital and Operating results

Recommendation

THAT following the recommendation of the Board Budget Committee, the Board delegates the Manager overseeing Business Strategy to approve the CEO's business related expenses to a limit of \$5000. Expenses greater than \$5000 will require Board Chair approval.

- Staff Report: LIB-11-2023 Q3 2023 Financial Results
- Fundraising Committee
 - Met October 30th and November 13th – working on sponsorship gathering; event is on track; request Board members reach out to any contacts that could be a potential sponsor; Executive Assistant to share out gala event information to Board.
- Truth & Reconciliation Committee
 - Met on November 13th – working on updating/revising the Land Acknowledgement Statement; working on partnerships with Indigenous groups
- CEO Evaluation Committee
 - Committee met with CEO for self evaluation on November 3, 2023
 - It should be noted that although the Committee considered corporate partners and stakeholders in the initial appraisal process, it was decided to focus only on Board and Staff for input as per feedback from other library systems
- Health & Safety Update
 - JHSC Minutes included in package

- o The Executive Assistant provided further details on JHSC membership changes

Motion #2023.78

Moved by: Cynthia Gordon
Seconded by: Rob Saunders

THAT the consent agenda items 5a.01.01 to 7e.01.01, and the recommendations contained therein be approved as presented.

CARRIED.

AGENDA

8. REPORTS FOR ACTION

- a) Staff Report LIB-12-2023 Organizational Review

Motion #2023.79

Moved by: Raj Grover
Seconded by: Cynthia Gordon

THAT the Staff Report LIB-12-2023 Organizational Review be received and the recommendations contained therein be approved as presented.

CARRIED.

9. BUSINESS ARISING

No business arising

10. POLICY

- a) **EMPLOYMENT** – *Wireless Mobile Communication Devices Policy #E-2023-24*
- b) **OPERATING & TECHNOLOGY** - *Public Internet and Technology Use Policy (formerly the Internet Service Policy) #2023-25*
- c) **OPERATING & TECHNOLOGY** - *Video Surveillance Policy #2023-26*

Motion #2023.80

Moved by: Rhonda Flanagan
Seconded by: Cynthia Gordon

THAT the EMPLOYMENT – Wireless Mobile Communication Devices Policy #E-2023-24; the OPERATING & TECHNOLOGY - Public Internet and Technology Use Policy (formerly the Internet Service Policy) #2023-25 and the OPERATING & TECHNOLOGY - Video Surveillance Policy #2023-26 be approved as presented.

CARRIED.

11. STRATEGIC ISSUES

There were no Strategic Issues to discuss this month.

12. NEW BUSINESS

a) Proposed 2024 schedule of Board Meetings

13. COMMENTS AND ANNOUNCEMENTS

a) Calendar of Events

o Link to Library offerings was provided in the agenda.

14. IN CAMERA

No in camera

15. ADJOURNMENT

Motion #2023.81

Moved by: Barb Baguley

THAT the meeting be adjourned at 7:56 p.m.

CARRIED.

DATE OF THE NEXT MEETING

The next Library Board meeting will be held on

Monday, December 11, 2023 at 7:00 p.m.

Innisfil Public Library & ideaLAB – Lakeshore Branch – Community Room



Anne Smith, Board Chair



Erin Scuccimarri, Secretary