

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday, March 18, 2024 – 7:00 p.m.
Lakeshore Library – Community Room**

In Attendance: Anne Smith, Rob Nicol, Councillor Jennifer Richardson,
Councillor Robert Saunders, Barb Baguley, Sue Bennett,
Rhonda Flanagan, Cynthia Gordon

Staff in Attendance: Erin Scuccimarri, Jennifer Miyasaki, Mandy Pethick

Regrets: Raj Grover

1. CALL TO ORDER, WELCOME AND LAND ACKNOWLEDGEMENT

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

2. APPROVAL OF AGENDA

Motion #2024.18

Moved by: Jennifer Richardson

Seconded by: Rhonda Flanagan

THAT the agenda of the March 18, 2024, meeting be approved as presented and amended.

CARRIED.

3. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

4. DELEGATIONS TO THE BOARD

There were no delegations

CONSENT AGENDA

5. Approval of Previous Minutes

6. Correspondence

7. Reports for Information

- CEO Report
 - The CEO highlighted a few of the well attended events (Winter Weekends; Spark Fundraiser)
 - Mandy Pethick provided an overview of the Evergreen update

- Municipal Council Report
 - No additions
- Library Board Report
 - Roundtable of events attended by Board and Staff
 - SHE-roes event
 - Ramadan celebration
 - Polar Bear Plunge for RVH
 - Youth Darts and Bingo at Lion's Club
 - Powwow at Georgian College
 - Making Change

Committee Updates:

- Finance Committee Meeting
 - Deferred to section 8b – report for discussion
- Fundraising Committee
 - Deferred to section 8c – report for discussion
- Truth & Reconciliation Committee
 - Committee met on March 13; continue to work on the Land Acknowledgement Statement to include the Treaties and updated language
- Health & Safety Update
 - JHSC Minutes included in package; no other updates

Motion #2024.19

Moved by: Cynthia Gordon
Seconded by: Rob Nicol

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-04-2024 Year End CEO Report

Motion #2024.20

Moved by: Sue Bennett
Seconded by: Cynthia Gordon

THAT the Staff Report LIB-04-2024 Year End CEO Report be received for information.

CARRIED.

- b) Staff Report LIB-05-2024 2023 Year End Financial Results (Draft)

- The CEO confirmed that we had a positive variance at the end of 2023
- Recommend carrying over the surplus to the 2024 operating budget after financial statements have officially been reviewed by the external auditors

Motion #2024.21

Moved by: Barb Baguley
Seconded by: Rob Saunders

THAT the Committee Report LIB-05-2024 regarding the 2023 Year-End Financial Results dated March 18, 2024 be received, and

THAT the 2023 unspent library donations in the amount of \$4592.52 be allocated to the Library's Donation Reserve Account.

CARRIED.

c) Staff Report LIB-06-2024 Spark Fundraising Event

Motion #2024.22

Moved by: Rhonda Flanagan
Seconded by: Jennifer Richardson

THAT the Staff Report LIB-06-2024 Spark Fundraising Event Final Report be received for information as presented and amended.

CARRIED.

9. BUSINESS ARISING

a) 2022 Operating Surplus

Motion #2024.23

Moved by: Sue Bennett
Seconded by: Rob Saunders

THAT the Board repeal Motion #2023.65, approved September 18, 2023; and FURTHER THAT, the 2022 operating surplus in the amount of \$71,293.00 be moved to the Library Computer Reserves account.

CARRIED.

10. POLICY

- a) **EMPLOYMENT** – Education, Training & Development Policy #E-2024-07
- b) **OPERATING & TECHNOLOGY** – Piano Use Policy #2024-08
- c) **OPERATING & TECHNOLOGY** – Membership & Borrowing Policy #2024-09

(copy & motion)

Motion #2024.24

Moved by: Barb Baguley
Seconded by: Cynthia Gordon

THAT the EMPLOYMENT – Education, Training & Development Policy #E-2024-07; the OPERATING & TECHNOLOGY – Piano Use Policy #2024-08; the OPERATING & TECHNOLOGY – Membership & Borrowing Policy #2024-09 be approved as presented.

CARRIED.

11. STRATEGIC ISSUES

There were no Strategic Issues to discuss this month.

12. NEW BUSINESS

No new business

13. COMMENTS AND ANNOUNCEMENTS

- a) Calendar of Events
 - o Link to Library offerings was provided in the agenda.

14. IN CAMERA

- a) Consideration of a resolution to hold an “In Camera” Committee of the Whole meeting as provided for under the Municipal Act, 2001, as amended, the Public Libraries Act, R.S.O. 1990, c. P.44, and the Library Board’s Procedural By-Law Policy# B-2023-03.

Motion #2024.25

Moved by: Rob Nicol
Seconded by: Rhonda Flanagan

THAT the Board holds a “Closed Session” Committee of the Whole meeting as provided for by the Municipal Act, 2001, as amended, the Public Libraries Act, R.S.O. c. P.44, and the Board’s Procedural By-Law Policy #B-2023-03 to deal with:

- a) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED.

Motion #2024.26

Moved by: Jennifer Richardson
Seconded by: Rhonda Flanagan

THAT the Board now rise and report on the In Camera session and resume the regular Board meeting.

CARRIED.

15. ADJOURNMENT

Motion #2024.27

Moved by: Barb Baguley

THAT the meeting be adjourned at 8:05 p.m.

CARRIED.

DATE OF THE NEXT MEETING

The next Library Board meeting will be held on

Monday, April 15, 2024 at 7:00 p.m.

Innisfil Public Library & ideaLAB – Lakeshore Branch – Community Room



Anne Smith, Board Chair



Erin Scuccimarri, Secretary