

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday, March 15, 2021 – 7:00 p.m.
Via Zoom**

In Attendance: Monica Goodfellow, Wendy Van Straten, Donna Orsatti, Kenneth Fowler, Barb Baguley, Sue Bennett, Rhonda Flanagan, Raj Grover, Anne Smith

Staff in Attendance: Susan Baues, Erin Scuccimarri, Jennifer Miyasaki, Jenn Murley

Regrets:

1. Call to Order

The Board Chair called the meeting to order at 7:02 p.m.

2. Approval of Agenda

Motion #2021.23

Moved by: Barb Baguley

Seconded by: Wendy Van Straten

THAT the agenda of the March 15, 2021 meeting be approved as presented.

CARRIED.

- The Board Chair brought agenda item 6a., Business Arising forward to formally confirm her resignation as Board Chair.
- The CEO took control of the meeting for the election of the new Board Chair.

Election of Board Chair

The CEO initiated the election process by calling for nominations. Barb Baguley nominated Anne Smith, who accepted the nomination. Nominations were requested three times with no further additions. The nominations were then closed and Anne Smith was acclaimed Board Chair.

At 7:09 p.m., the CEO transferred control of the meeting to the new Board Chair, Anne Smith. The newly elected Chair, Anne Smith, took the Chair and proceeded with the regular business of the Board Meeting.

3. Declaration of Interest

There were no declarations of interest

4. Delegations to the Board

There were no delegations to the Board

5. Consent Agenda

- The Chair reviewed each consent item with the meeting and confirmed unanimous approval from all Board members for each item
- There were comments and questions for some of the consent agenda items; the CEO and Deputy CEO provided clarity
- ACTION: Include more detail in the financials with respect to “Transfer from Reserve Debt” line in the operating budget; this will be included in the financial notes going forward

Motion #2021.24

Moved by: Sue Bennett

Seconded by: Kenneth Fowler

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

CARRIED.

6. Business Arising

- a) Board Chair Resignation (brought forward to beginning of meeting for election of new Board Chair)

7. Reports

- a) Municipal Council Report

- Councillors Fowler and Orsatti provided updates on the following:
 - Council approved new alcohol risk management policy; for Events held in TOI by any organization, those who have Smart Serve have been updated for verification for cannabis intoxication
 - TOI Diversity and Inclusion update; included was a recognition for multicultural and or religious observances
 - Jason Reynar has left for City of Windsor; interim CAO is Dr. George Shaparew
 - Update on vaccinations; residents must book through provincial website; can access this through the SMDHU.org website
 - TOI offering virtual free spring programming
 - TOI is looking for residents input on “Protect Our Trees: - go to getinvolvedinnisfil.ca
 - March 17, 2021 at 6:30 p.m. – virtual public meeting at Town Hall on 3rd dwelling units.
 - Train whistle cessation put forth to Council for discussion; deferred to a later date

- Council received recommendation from Traffic Safety Committee re: cameras on stop arms of buses; sending letter of support to County of Simcoe for pilot project
- Flags at half-mast to honour those lost to COVID this past year
- Scavenger hunt took place last week

b) Health & Safety Update

Motion #2021.25

Moved by: Wendy Van Straten

Seconded by: Kenneth Fowler

THAT the minutes of the JHSC February 18, 2021 meeting be received.

CARRIED.

- c) Staff Report LIB-03-2021, Holds Locker Service Point Update
- Placement, configuration and costs of this service point were discussed, as well as the partnership opportunity with Parkbridge.

Motion #2021.26

Moved by: Wendy Van Straten

Seconded by: Barb Baguley

THAT the Staff report LIB-03-2021, Holds Locker Service Point Update, be received, and the recommendations contained therein be approved as presented.

CARRIED.

- d) Staff Report LIB-04-2021, Service Level Change Request
- CEO provided overview of report

Motion #2021.27

Moved by: Kenneth Fowler

Seconded by: Wendy Van Straten

THAT the Staff report LIB-04-2021, Service Level Change Request, be received, and the recommendations contained therein be approved as presented.

CARRIED.

8. Policy

- a) Collection Management Policy #2021-07
- An edit was noted; policy will be amended for final version.

Motion #2021.28

Moved by: Monica Goodfellow
Seconded by: Sue Bennett

THAT the Collection Management Policy #2021-07 be approved as presented and amended.

CARRIED.

- b) **EMPLOYMENT** – Inclement Weather Policy #E-2021-08
 - o An edit was noted; policy will be amended for final version

Motion #2021.29

Moved by: Wendy Van Straten
Seconded by: Kenneth Fowler

THAT the **EMPLOYMENT** – Inclement Weather Policy #E-2021-08 be approved as presented and amended.

CARRIED.

- c) **EMPLOYMENT** – Paid Holidays Policy #E-2021-09

Motion #2021.30

Moved by: Barb Baguley
Seconded by: Sue Bennett

THAT the **EMPLOYMENT** – Paid Holidays Policy #E-2021-09 be approved as presented.

CARRIED.

- d) HackLAB Policy #2021-10

Motion #2021.31

Moved by: Donna Orsatti
Seconded by: Sue Bennett

THAT the HackLAB Policy #2021-10 be approved as presented.

CARRIED.

e) **NEW Strategic Partnership Policy #2021-11**

Motion #2021.32

Moved by: Wendy Van Straten

Seconded by: Rhonda Flanagan

THAT the NEW Strategic Partnership Policy #2021-11 be approved as presented.

CARRIED.

9. Strategic Issues

No strategic issues

10. New Business

a) CELA Letter

- Deputy CEO invited Jenn Murley to the meeting to answer any questions
- Jenn Murley provided some background on CELA; it provides reading materials in alternate formats; CELA was not consulted or given warning prior to the funding reduction; CELA is hoping to get as many letters as possible by mid-March; CELA is the only organization that provides accessible materials to teachers; if funding is cut, it would be a significant impact on users including those living in Innisfil.
- The meeting discussed the impact of this budget cut and ways in which the Board can amplify the message against the funding reduction.
- Suggested that reaching out to Miriam King could help spread the message
- For more information, visit: www.celalibrary.ca/advocacy

Motion #2021.33

Moved by: Wendy Van Straten

Seconded by: Sue Bennett

THAT the Innisfil Public Library Board supports the Centre for Equitable Library Access (CELA) in their appeal to the federal government to restore funding for accessible book production by writing a letter of support to relevant federal government departments and sharing their campaign on Library social media accounts.

CARRIED.

11. Comments and Announcements

a) Calendar of Events

- Link provided to illustrate our virtual and in-house offerings
- #ItStarts Campaign – all members of the meeting displayed their “#ItStarts” cards and a screen shot was captured
- Monica Goodfellow and Kenneth Fowler were interviewed by Innisfil Today as a follow up to the Board presentation to Council on the Library’s response to COVID over the past year

- b) Professional Development
 - o No updates at this time

12. **In Camera**
No in camera

13. **Adjournment**

Motion #2021.34

Moved by: Barb Baguley
Seconded by: Kenneth Fowler

THAT the meeting be adjourned at 8:30p.m.

CARRIED.

The next regular Board meeting will be held on
April 19, 2021 at 7:00 p.m. Via Zoom



Anne Smith, Board Chair



Susan Baues, Secretary