

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday, June 21, 2021 – 7:00 p.m.
Via Zoom**

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

Staff in Attendance: Susan Baues, Erin Scuccimarri, Jennifer Miyasaki, Audrey Webb

Regrets: Donna Orsatti

1. Call to Order

The Board Chair called the meeting to order at 7:00 p.m.

2. Approval of Agenda

Motion #2021.50

Moved by: Rhonda Flanagan
Seconded by: Wendy Van Straten

THAT the agenda of the June 21, 2021 meeting be approved as presented.

CARRIED.

3. Declaration of Interest

There were no declarations of interest

4. Delegations to the Board

- Audrey Webb – 2020 Financial Statement
 - A summary and analysis of the 2020 financial statement was shared
 - A brief Q & A followed the presentation

5. Consent Agenda

- Councillor Fowler sought clarity about PT salaries; the CEO advised that there is incorrect coding in the financial system that causes an error but that it does not affect the overall budget dollars
- Barb Baguley suggested sending a copy of our CEO report to local media; it would offer free copy to the reporter and free promotion of Library offerings for us; the CEO advised that we currently do not do this, however, we can speak with our Communications team for further discussion
- Sue Bennett noted that in the CEO report someone attended the Evergreen Seminar; could we have this staff member present to the Board? The CEO

advised we will reach out to the staff who attended to present to the Board when we reconvene in the fall

Motion #2021.51

Moved by: Monica Goodfellow
Seconded by: Sue Bennett

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

CARRIED.

6. Business Arising

a) Land Acknowledgement Committee Update (copy & motion)

- The Board Chair provided some background on the Committee's process in creating the statement as well as the reasons, importance and significance of having a statement and putting it into practice.
- The Board Chair read the statement for the meeting:

Innisfil ideaLAB and Library acknowledges that the Town of Innisfil is situated on Treaty land that is steeped in rich Indigenous history. I/We/The Library also acknowledge that this land is the Traditional Territories of the First Peoples of Turtle Island*. It is shared between the Anishinaabe** peoples of Beausoleil First Nation, Chippewas of Rama First Nation, and Chippewas of Georgina Island First Nation and we thank them for generations of stewardship.

This meeting place is still the home to many Indigenous people and (as settlers) we are grateful to have the opportunity to work on this land.

The Library acknowledges the forced sacrifices that are the foundation of Canadian society today. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Metis and Inuit people.

****Turtle Island refers to the continent of North America***

*****pronounced as Ah-ni-shin-aw-beh***

- Barb Baguley expressed appreciation to the Committee for their work on the statement
- Raj Grover echoed Barb Baguley's statement; also thanked the Committee for providing the context/background; the education piece is important
- The Deputy CEO commented that it is a terrific first step; education for staff and Board is a priority this year; we will continually build upon the education component; the Deputy CEO will reach-out to the Town of Innisfil's Inclusion and Diversity team to share the statement.

Motion #2021.52

Moved by: Rhonda Flanagan
Seconded by: Kenneth Fowler

THAT the Staff Report LIB-05-2021 be received and that the recommendations contained therein be approved as presented.

CARRIED.

b) Budget Committee Update

Motion #2021.53

Moved by: Monica Goodfellow
Seconded by: Wendy Van Straten

THAT following the recommendation of the Board Budget Committee, the Board delegates the Deputy CEO to approve the CEO's business related expenses to a limit of \$5,000. Expenses greater than \$5000 will require Board Chair approval.

CARRIED.

c) Donation Reserves

Motion #2021.54

Moved by: Sue Bennett
Seconded by: Wendy Van Straten

THAT the 2019 unspent library donations in the amount of \$10,914.43 be allocated to the Library's Donation Reserve Account.

CARRIED.

Motion #2021.55

Moved by: Monica Goodfellow
Seconded by: Barb Baguley

THAT the 2020 unspent library donations in the amount of \$5,696.45 be allocated to the Library's Donation Reserve Account.

CARRIED.

d) Computer Reserves

Motion #2021.56

Moved by: Kenneth Fowler

Seconded by: Sue Bennett

THAT the remainder of the 2020 operating surplus in the amount of \$107,334.00 be moved from the 2020 operating surplus to the Library Computer Reserves account.

CARRIED.

- The CEO provided further information about the current process for reserves and surplus/deficit.
- The Budget Committee will work on a policy on our reserves, surplus and benefits to present to the Board in the fall.

7. Reports

a) Municipal Council Report

- Report was provided in the Board package
- No further updates provided at this time

b) Health & Safety Update

Motion #2021.57

Moved by: Raj Grover

Seconded by: Rhonda Flanagan

THAT the minutes of the JHSC May 31, 2021 meeting be received.

CARRIED.

8. Policy

No Policies

9. a) Strategic Plan Update

- The CEO advised that the Plan was presented to community stakeholders; received positive feedback from the survey
- Next steps: create a campaign to celebrate the new Strategic Plan and roll out to public; copy of the Strategic Plan will be provided at an upcoming Board Meeting

b) Master Plan Update

- Site visits with consultants
- Survey was distributed– Deputy CEO will share link with Board

- Will set up interviews with stakeholders (including Board)
- c) Town Square Construction Update
- Construction started June 14; completion date postponed to next September
 - Working with construction company to minimize impact on Library property
 - The CEO highlighted the features of the project; ice path, splash pad, stage, concession stand, washrooms, fire pit, opportunities for markets, also opportunity to offer different types of programs for our residents, all ages in all seasons; a way to bring Culture Master Plan to life
- d) Shared Services
- Currently two shared services reviews:
 1. OTOT shared services review; Ernst & Young working with OTOT gathering data; Executive Steering Committee received interim report – working on guiding principles; final report by September
 2. Simcoe County Library Cooperative; working with KPMG; survey sent out to Board; focus groups/interviews was another component of the process; gathering data including services we provide to community
10. New Business
- a) Zoom Account Updates for Next Meeting
<https://zoom.us/download> for laptop/PC or go to the App store on your iPad for the latest version.
11. **Comments and Announcements**
- a) Calendar of Events
- Link of our offerings provided in agenda
- b) Professional Development
- Program on June 22 at 7:00 p.m.: Indigenous speaker Gwen Beaver will present on residential schools; Deputy CEO will provide link to Board
 - June 23, 2021 at 7:00 p.m.: Author Visit with Francesca Ekwuyasi who writes about marginalized communities
12. **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-2020-01.

Motion #2021.58

Moved by: Kenneth Fowler

Seconded by: Monica Goodfellow

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-2020-01 to deal with:

a) Personal matters about an identifiable individual, including municipal employees]

CARRIED.

Motion #2021.59

Moved by: Monica Goodfellow
Seconded by: Kenneth Fowler

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

CARRIED.

13. Adjournment

Motion #2021.60

Moved by: Barb Baguley
Seconded by: Monica Goodfellow

THAT the meeting be adjourned at 8:27 p.m.

CARRIED.

The next regular Board meeting will be held on
September 20, 2021 at 7:00 p.m. Via Zoom



Anne Smith, Board Chair



Susan Baues, Secretary