

**INNISFIL PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Monday, December 13, 2021 – 7:00 p.m.  
Via Zoom**

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

**Staff in Attendance:** Susan Baues, Erin Scuccimarri, Jennifer Miyasaki, Oliver Jerschow, Megan Legg

**Regrets:**

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**1. Call to Order**

- The Board Chair called the meeting to order at 7:01 p.m. and read the Land Acknowledgement Statement.

**2. Approval of Agenda**

**Motion #2021.90:**

**Moved by:** Donna Orsatti  
**Seconded by:** Wendy Van Straten

THAT the agenda of the December 13, 2021 meeting be approved as presented and amended.

**CARRIED.**

**3. Declaration of Interest**

*There were no declarations of interest*

**4. Delegations to the Board**

- Town of Innisfil CAO, Oliver Jerschow joined the meeting
  - The Board Chair introduced the Board and staff to the CAO.
  - The CAO introduced himself to the meeting and provided background information on his career.
  - The CAO provided positive feedback about the programs and services that the ideaLAB & Library offers and spoke highly of the staff he met when he visited the branches.
- Megan Legg joined the meeting and provided a presentation showcasing the breadth of our offerings and our position as an industry leader.
  - Also highlighted was our role in the community and the meaningful connections and partnerships the Library has made with other County Libraries to ensure continued programmes, services and events during the pandemic and beyond

## Consent Agenda

- The Board Chair provided positive feedback on the CEO Report
- The Deputy CEO provided further information on the Ice Hut Art Project
- The CEO advised that (in connection with Megan Legg's presentation) that the decision from the County Review is to improve upon the current model
- Raj Grover commented on the Niche Academy piece in the CEO Report; the Deputy CEO commented on the focus on staff training in this area; this platform offers a broader catalogue of training topics
- Lines items in the budget were discussed; the CEO provided clarity where required

### Motion #2021.91:

**Moved by:** Wendy van Straten

**Seconded by:** Rhonda Flanagan

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

**CARRIED.**

## 6. Business Arising

- No business arising

## 7. Reports

- a) Municipal Council Report
  - No further updates to the report
- b) Health & Safety Update

### Motion #2021.92:

**Moved by:** Kenneth Fowler

**Seconded by:** Raj Grover

THAT the minutes of the JHSC November 17, 2021 meeting be received.

**CARRIED.**

- c) Land Acknowledgement Committee update
  - The Board Chair provided an update to the Committee's latest meeting
  - Will be presenting to the Heritage Committee and the Historical Society
  - Mandate of Committee is shifting; the Deputy CEO advised that the Committee fulfilled its purpose; moving forward, establishing a new focus and further discussion is warranted
- d) Budget Committee Update
  - The Board Chair provided an update on the last Budget Committee meeting
  - The CEO provided further information on the Multi-Year Budget Policy and the process for opening a multi year budget to reallocate budget dollars

- Councillor Orsatti provided an update on what was passed at Council regarding the multi-year budget, while maintaining level of service; allow staff to have at least a 1% increased operating budget to provide the services we will require in the coming year
  - Councillor Fowler added that we are continually adapting; must be mindful of how we allocate our budget dollars
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- e) Staff Report LIB-08-2021 COVID-19 Vaccination Policy
- The Town has adopted their policy; Library modeled their policy on the Town's; some dates have been adjusted
  - A communication will be sent to Board and Staff on the procedures related to the policy

**Motion #2021.93:**

**Moved by:** Monica Goodfellow  
**Seconded by:** Sue Bennett

THAT the Staff Report LIB-08-2021 COVID-19 Vaccination Policy be received and FURTHER THAT the EMPLOYMENT – COVID-19 Vaccination Policy #E-2021-25 be approved as presented.

**CARRIED.**

8. Policy

a) **OPERATING & TECHNOLOGY** – Health and Safety Policy #2021-21

**Motion #2021.94:**

**Moved by:** Barb Baguley  
**Seconded by:** Rhonda Flanagan

THAT the OPERATING & TECHNOLOGY – Health and Safety Policy #2021-21 be approved as presented

**CARRIED.**

b) **OPERATING & TECHNOLOGY** – Bed Bug Prevention and Containment Policy #2021-22

**Motion #2021.95:**

**Moved by:** Monica Goodfellow  
**Seconded by:** Wendy Van Straten

THAT the OPERATING & TECHNOLOGY – Bed Bug Prevention and Containment Policy #2021-22 be approved as presented.

**CARRIED.**

c) **OPERATING & TECHNOLOGY** – Sustainable Housekeeping Policy #2021-23

**Motion #2021.96:**

**Moved by:** Donna Orsatti

**Seconded by:** Raj Grover

THAT the OPERATING & TECHNOLOGY – Sustainable Housekeeping Policy #2021-23 be approved as presented.

**CARRIED.**

d) **OPERATING & TECHNOLOGY** – Multi-Year Budget Policy #2021-24

**Motion #2021.97**

**Moved by:** Monica Goodfellow

**Seconded by:** Rhonda Flanagan

THAT the OPERATING & TECHNOLOGY – Multi-Year Budget Policy #2021-24 approved as presented.

**CARRIED.**

**9. Strategic Issues**

a) Accreditation 2022

- Was scheduled for 2021 but we were provided an extension due to COVID
- We are applying for audit in late spring 2022
- The Deputy CEO provided background on the accreditation process

**10. New Business**

- No new business.

**11. Comments and Announcements**

a) Calendar of Events

- Link of Library offerings was provided in the agenda
- The CEO advised that the official lighting of the Hope Tree is December 14<sup>th</sup> at Innisfil Beach Park
- Holiday Lights contest continues throughout Town of Innisfil

b) Professional Development

- No updates to share

**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 #2021.98**

**Moved by:** Kenneth Fowler  
**Seconded by:** Wendy Van Straten

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.

**Motion #2021.99**

**Moved by:** Monica Goodfellow  
**Seconded by:** Barb Baguley

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

**13. Adjournment**

**Motion #2021.100**

**Moved by:** Barb Baguley

THAT the meeting be adjourned at 8:31 p.m.

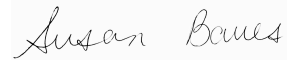
**CARRIED.**

The next regular Board meeting will be held on  
**January 17, 2022 at 7:00 p.m. Via Zoom**



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**Anne Smith, Board Chair**



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**Susan Baues, Secretary**