

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday, March 28, 2022 – 7:00 p.m.
Via Zoom**

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

Staff in Attendance: Susan Baues, Erin Scuccimarri, Jennifer Miyasaki, Megan Legg, Max Lupo

Regrets: Barb Baguley

1. Call to Order

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

2. Approval of Agenda

Motion #2022.19

Moved by: Donna Orsatti
Seconded by: Kenneth Fowler

THAT the agenda of the March 28, 2022 meeting be approved as presented.

CARRIED.

3. Declaration of Interest

There were no declarations of interest

4. Delegations to the Board

a) Bridge Survey Presentation

- Max Lupo and Megan Legg joined the meeting; Max provided a presentation providing an overview on the Bridge Technology Services Assessment Toolkit; learning about technology, how we use it and the impact to the community year over year
- A brief Q & A followed the presentation

5. Consent Agenda

- Correspondence item 5b.02.01 was discussed and how the projected demographic changes should be considered when planning programs/services for the Library
- The CEO report was discussed; Evergreen update, seniors engagement

Motion #2022.20

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

None

7. Reports

a) Municipal Council Report

- Highlights of the report were discussed
- Councillor Orsatti indicated she had a Notice of Motion moved and passed at Council; the purpose is to have a guiding document with respect to recruitment for the Town

b) Health & Safety Update

Motion #2022.21

Moved by: Sue Bennett
Seconded by: Raj Grover

THAT the minutes of the JHSC February 24, 2022 meeting be received.

CARRIED.

c) Committee Reports

i. Board Legacy Committee

- Rhonda Flanagan volunteered to be Committee Chair; the Board approved this decision
- The Committee will report more after the next meeting

ii. CEO Appraisal Committee

- Raj Grover was elected Committee Chair; the Board approved this decision
- The process was reviewed and a timeline established

iii. Truth and Reconciliation Committee

- The Committee Chair provided an update on a recent brainstorming session
- a recommendation was put forward that the Committee be a standing committee rather than ad hoc
- a statement of purpose is being created

- d) Staff Report LIB-2022-02: COVID-19 Policy Updates
- The Deputy CEO provided context on the report and policies

Motion #2022.22

Moved by: Wendy Van Straten
Seconded by: Donna Orsatti

THAT the Staff Report LIB-2022-02: COVID-19 Policy Updates be received; and
THAT the EMPLOYMENT-COVID-19 Safety Policy #E-2022-08 be approved as presented; and
THAT the OPERATING & TECHNOLOGY-Required Mask Usage Policy #2022-10 be approved as presented; and
THAT the CEO be provided with delegated authority to approve amendments to the COVID-19 Safety Policy and the Required Mask Use Policy.

CARRIED.

8. Policy

- a) **EMPLOYMENT** – Scent Free Policy #E-2022-06

Motion #2022.23

Moved by: Kenneth Fowler
Seconded by: Rhonda Flanagan

THAT the EMPLOYMENT – Scent Free Policy #E-2022-06 be approved as presented.

CARRIED.

- b) **BOARD** – Delegation of Authority to the CEO Policy #B-2022-07

Motion #2022.24

Moved by: Raj Grover
Seconded by: Wendy Van Straten

THAT the BOARD – Delegation of Authority to the CEO Policy #B-2022-07 be approved as presented.

CARRIED.

c) **BOARD** – Vision, Mission Statement, Values & Commitment to Service Policy
#B-2022-09

Motion #2022.25

Moved by: Kenneth Fowler
Seconded by: Sue Bennett

THAT the BOARD – Vision, Mission Statement, Values & Commitment to Service Policy #B-2022-09 be approved as presented.

CARRIED.

9. Strategic Issues
a) Master Plan

Motion #2022.26

Moved by: Sue Bennett
Seconded by: Kenneth Fowler

THAT the Innisfil ideaLAB & Library Master Plan be received and adopted as presented.

CARRIED.

10. New Business
None

11. **Comments and Announcements**

- a) Calendar of Events
 - o Link to Library offerings was provided in the agenda
 - o Volunteer Appreciation at Rizzardo on April 25, 2022; it will highlight the Friends of the Library

- b) Professional Development

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 #2022.27

Moved by: Wendy Van Straten
Seconded by: Raj Grover

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

CARRIED.

Motion #2022.28

Moved by: Sue Bennett
Seconded by: Raj Grover

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

CARRIED.

13. Adjournment

Motion #2022.29

Moved by: Wendy Van Straten

THAT the meeting be adjourned at 8:50 p.m.

CARRIED.

The next regular Board meeting will be held on
April 25, 2022 at 7:00 p.m. Via Zoom



Anne Smith, Board Chair



Susan Baues, Secretary