

**INNISFIL PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Monday, May 16, 2022 – 7:00 p.m.  
Via Zoom**

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

**Staff in Attendance:** Erin Scuccimarri, Susan Baues, Jennifer Miyasaki, Kathryn Schoutsen

**Regrets:** Anne Smith

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**1. Call to Order**

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

**2. Approval of Agenda**

**Motion #2022.36**

**Moved by:** Donna Orsatti  
**Seconded by:** Kenneth Fowler

THAT the agenda of the May 16, 2022 meeting be approved as presented.

**CARRIED.**

**3. Declaration of Interest**

*There were no declarations of interest*

**4. Delegations to the Board**

a) Equity, Diversity and Inclusion Presentation – Kathryn Schoutsen

- Kathryn Schoutsen joined the meeting and provided information about the working group that was formed, the work completed and learning gained in the process of creating the new policy
- Real life examples were provided of incidents related to equity, diversity and inclusion experienced in our spaces, and the importance of education and cultural humility when working to correct problems

**5. Consent Agenda**

- Councillor Orsatti provided feedback on correspondence items and the CEO Report

**Motion #2022.37**

**Moved by:** Kenneth Fowler  
**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

- Councillor Fowler provided an update on this year's Pitch In Day
- Councillor Orsatti attended SSPS open houses and provided an overview of the information provided at the event
- Councillor Orsatti advised that she announced prior to Council that she will not be running for re-election

b) Health & Safety Update

**Motion #2022.38**

**Moved by:** Monica Goodfellow

**Seconded by:** Donna Orsatti

THAT the minutes of the JHSC April 14, 2022 meeting be received. presented.

**CARRIED.**

c) Staff Report: Shared Services

- The CEO provided further information about the report

d) Committee Reports

i. Board Legacy Committee

- Rhonda Flanagan provided an update on the last meeting

ii. CEO Appraisal Committee

- The Board Chair and Raj Grover met with the CEO to perform the appraisal; discussed having evaluations each November instead of spring to give new/incoming board members time in the role prior to performing an appraisal; Recommendation: the next appraisal is deferred to November 2023

**Motion #2022.39**

**Moved by:** Raj Grover

**Seconded by:** Kenneth Fowler

THAT the CEO Appraisal Committee, having achieved their mandate of preparing and performing an annual CEO Appraisal, be disbanded; And FURTHER THAT the next CEO Appraisal be deferred until November 2023.

**CARRIED.**

iii. Truth and Reconciliation Committee

- Attended an event in Barrie
- Next meeting is May 26, 2022

8. Policy

a) **EMPLOYMENT** – Conflict of Interest Policy #E-2022-14

**Motion #2022.40**

**Moved by:** Monica Goodfellow

**Seconded by:** Rhonda Flanagan

THAT the **EMPLOYMENT** – Conflict of Interest Policy #E-2022-14 be approved as presented.

**CARRIED.**

b) **EMPLOYMENT** – Cash Handling Policy #E-2022-15

**Motion #2022.41**

**Moved by:** Barb Baguley

**Seconded by:** Raj Grover

THAT the **EMPLOYMENT** – Cash Handling Policy #E-2022-15 be approved as presented.

**CARRIED.**

c) **OPERATING & TECHNOLOGY** – Information Technology Policy #2022-16

**Motion #2022.42**

**Moved by:** Raj Grover

**Seconded by:** Donna Orsatti

THAT the **OPERATING & TECHNOLOGY** – Information Technology Policy #2022-16 be approved as presented.

**CARRIED.**

d) **EMPLOYMENT** – Equity, Diversity & Inclusion Policy #E-2022-17

**Motion #2022.43**

**Moved by:** Monica Goodfellow

**Seconded by:** Barb Baguley

THAT the **EMPLOYMENT** – Equity, Diversity & Inclusion Policy #E-2022-17 be approved as presented.

**CARRIED.**

e) **EMPLOYMENT** –Disconnecting from Work Policy #E-2022-18

**Motion #2022.44**

**Moved by:** Kenneth Fowler

**Seconded by:** Raj Grover

THAT the **EMPLOYMENT** –Disconnecting from Work Policy #E-2022-18 be approved as presented.

**CARRIED.**

9. Strategic Issues  
None

10. New Business  
*None*

11. **Comments and Announcements**

a) Calendar of Events

- Link to Library offerings was provided in the agenda

b) Professional Development

- None to report

12. **In Camera**  
*No In Camera*

13. **Adjournment**

**Motion #2022.45**

**Moved by:** Barb Baguley

THAT the meeting be adjourned at 8:07 p.m.

**CARRIED.**

The next regular Board meeting will be held on  
**June 20, 2022 at 7:00 p.m. Via Zoom**



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**Anne Smith, Board Chair**



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**Susan Baues, Secretary**