

**INNISFIL PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Monday, June 19, 2023 – 7:00 p.m.  
Lakeshore Library – Community Room**

**In Attendance:** Anne Smith, Rob Nicol, Councillor Jennifer Richardson,  
Councillor Robert Saunders, Barb Baguley, Sue Bennett,  
Rhonda Flanagan, Cynthia Gordon, Raj Grover  
**Staff in Attendance:** Erin Scuccimarri, Jennifer Miyasaki, Megan Legg,  
Mandy Pethick, Kathryn Schoutsen  
**Regrets:** None

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**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

**Motion #2023.51**

**Moved by:** Jennifer Richardson  
**Seconded by:** Cynthia Gordon

THAT the agenda of the June 19, 2023, meeting be approved as presented.

**CARRIED.**

**3. DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**4. DELEGATIONS TO THE BOARD**

a) Intellectual Freedom and Our Library – Leadership Team

- The CEO and members of our Leadership Team provided a presentation on Intellectual Freedom as it relates to our collections, programs, communications and social media.
- Relevant policies, practices and procedures were reviewed.
- Slide presentation and relevant links will be shared with the Board.

**5. CONSENT AGENDA**

- The CEO highlighted the changes at Cookstown Branch, which were referred to in the CEO Report
- Also noted was that our summer students have started; the CEO encouraged the Board to introduce themselves to the new staff members the next time they are in branch.

- Also noted by the CEO: We received email correspondence after the agenda package went out; the sender requested their email correspondence be reflected in the Board meeting minutes; their request was that Drag Queen Story Time be cancelled.

**Motion #2023.52**

**Moved by:** Sue Bennett  
**Seconded by:** Rhonda Flanagan

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

**CARRIED.**

**6. BUSINESS ARISING**

a) Donation Reserves

**Motion #2023.53**

**Moved by:** Rob Saunders  
**Seconded by:** Rob Nicol

THAT the Board delegates the CEO to approve purchases from the Donation Reserve up to a limit of \$10,000 and will report on these expenses in the following monthly CEO Report. Expenses greater than \$10,000 will require Board approval.

**CARRIED.**

**7. REPORTS**

a) Municipal Council Report

- A report was shared with the package
- No additions to the report in the meeting

b) Library Board Report

- Members did a roundtable; items shared included:
  - Seeing a child getting their first library card;
  - Members attended various Neighbourhood nights – events were well attended;
  - For the Lion's Club: Teen darts and Bingo events; a senior dance is being planned;
  - Mayor's Golf Tournament was June 19, 2023;
  - Chair Smith is now on the FOPL Board;
  - Raj Grover was appointed to the RVH Board;
  - Week of Welcome events went well; the CEO is now a member of the Local Immigration Partnership Council.

## c) Board Committee Reports

## • Fundraising Committee

- The Committee met for a kickoff meeting on May 31, 2023.
- Rhonda Flanagan was appointed Committee Chair.
- Committee is exploring fundraising ideas
- In process of obtaining Tip Tap for donations

## d) Health &amp; Safety Update

**Motion #2023.54**

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

THAT the minutes of the JHSC May 18, 2023 meeting be received.

**CARRIED.**

## e) Library Trends Report LIB-06-2023

- The CEO provided further context of the report.

**Motion #2023.55**

**Moved by:** Raj Grover  
**Seconded by:** Rob Nicol

THAT the Library Trends Report LIB-06-2023 be received as presented.

**CARRIED.**

**8. POLICY**a) **ACCESSIBILITY** – Integrated Access Standards Policy #A-2023-14**Motion #2023.56**

**Moved by:** Rhonda Flanagan  
**Seconded by:** Jennifer Richardson

THAT the **ACCESSIBILITY** – Integrated Access Standards Policy #A-2023-14 be approved as presented.

**CARRIED.**

b) **EMPLOYMENT** – Social Media Policy #E-2023-15

**Motion #2023.57**

**Moved by:** Sue Bennett  
**Seconded by:** Raj Grover

THAT the EMPLOYMENT – Social Media Policy #E-2023-15  
 be approved as presented.

**CARRIED.**

c) **EMPLOYMENT** – Hours of Work and Overtime Policy #E-2023-16

**Motion #2023.58**

**Moved by:** Barb Baguley  
**Seconded by:** Rob Saunders

THAT the EMPLOYMENT – Hours of Work and Overtime Policy #E-2023-16  
 be approved as presented.

**CARRIED.**

d) **EMPLOYMENT** – Working Alone Policy #E-2023-17

**Motion #2023.59**

**Moved by:** Rhonda Flanagan  
**Seconded by:** Rob Nicol

THAT the EMPLOYMENT – Working Alone Policy #E-2023-17  
 be approved as presented.

**CARRIED.**

**9. STRATEGIC ISSUES**

There were no Strategic Issues to discuss this month.

**10. NEW BUSINESS**

No new business

**11. COMMENTS AND ANNOUNCEMENTS**

- a) Calendar of Events
  - o Link to Library offerings was provided in the agenda.

12. **IN CAMERA**  
No In Camera

13. **ADJOURNMENT**  
**Motion #2023.60**  
**Moved by:**

Barb Baguley

THAT the meeting be adjourned at 9:01p.m.

**CARRIED.**

#### **DATE OF THE NEXT MEETING**

The next Library Board meeting will be held on  
**Monday, September 18, 2023 at 7:00 p.m.**  
**Innisfil Public Library & ideaLAB – Lakeshore Branch – Community Room**



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**Anne Smith, Board Chair**



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**Erin Succimarri, Secretary**