

**INNISFIL PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Monday, September 16, 2024 – 6:30 p.m.  
Lakeshore Branch - Boardroom**

**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, Mandy Pethick

**Regrets:** None

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**1. CALL TO ORDER, WELCOME AND LAND ACKNOWLEDGEMENT**

- The meeting was called to order at 6:31p.m.
- The Board Chair delivered the Land Acknowledgement Statement.

**2. APPROVAL OF AGENDA**

**Motion #2024.50**

**Moved by:** Jennifer Richardson  
**Seconded by:** Barb Baguley

THAT the agenda of the September 16, 2024, meeting be approved as presented.

**CARRIED.**

**3. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**4. DELEGATIONS TO THE BOARD**

- Mandy Pethick presented to the Board on our 2024 Summer Usage
- Report provided in Reports for Action section of the Board package
  - Visits were up 39% across the branches
  - Program attendance was up 20%
  - Teen programs saw 469 participants
  - 32% increase in digital collection use
  - Good news stories were shared
  - Community Services Navigation Specialist role was highlighted and the impact they have with our residents and staff.

## **CONSENT AGENDA**

### **5. Approval of Previous Minutes**

- No additions or changes

### **6. Correspondence**

- No comments or additions

### **7. Reports for Information**

- CEO Reports
  - CEO reports from June, July and August were included in the package
    - The CEO highlighted the services that we were able to provide as the result of grant funding; Innisfil AI (Artistic Intelligence); feather colouring for the Seven Feathers Community Art Project; changes to collections - addition of decodable books; and 10<sup>th</sup> annual MakerFest
- Municipal Council Report
  - Councillors Richardson and Saunders attended AMO conference
  - No other additions to report
- Library Board Report
  - Roundtable discussion of upcoming events, events attended and good news stories:
    - Vice Chair attended Onionfest, Ribfest, Mayor's Golf Tournament, MP/MPP BBQ, Ward Boundary Review, Rotary Harvest Dinner; advised of upcoming fundraiser at Gilford Hall on October 19<sup>th</sup>
    - Changes to Collections catalogue – setting up an online portal for customers to explore the Library of Things collection, and reserve items for specific dates
    - Councillor Saunders opened a new café in Rizzardo Health & Wellness Center
    - Nantyr Shores Band playing at Music At the Market on October 19<sup>th</sup>
    - Board Chair advised that the Innisfil Community Foundation gave over \$180K last year to organizations that support the community; hosted roundtable with recipients
    - Councillor Richardson attended Lefroy Family Fun Day event held on August 25<sup>th</sup> at the Legion
    - Simcoe Reads 2024 taking place October 24<sup>th</sup> in Ramara (Udney Community Center in Brechin)

### **Committee Updates:**

- Finance Committee
  - Committee met on September 5, 2024 to review the Q2 2024 Operating and Capital results
  - Report included in Reports for Action section of the Board package
  
- Truth & Reconciliation Committee
  - The Committee met on September 10, 2024; continuing work on the 94 calls to action
  
- Health & Safety Update
  - JHSC Minutes for June, July and August included in package

### **Library Associations Report**

- Link included in agenda; OLA Advocacy Alert re: cabinet shuffle
- Call for proposals for 2025 OLA Superconference; we will be putting forth submissions
- Board Chair will attend upcoming FOPL session

### **Motion #2024.51**

**Moved by:** Sue Bennett  
**Seconded by:** Cynthia Gordon

THAT the consent agenda items 5a.01.01 to 7f.01.01, and the recommendations contained therein be approved as presented.

**CARRIED.**

## **AGENDA**

### **8. REPORTS FOR ACTION**

- a) Staff Report LIB-13-2024 Summer Usage

### **Motion #2024.52**

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

THAT the Staff Report LIB-13-2024 Summer Usage be received for information.

- b) Committee Report LIB-14-2024 Q2 Operating and Capital Update

**Motion #2024.53**

**Moved by:** Raj Grover  
**Seconded by:** Barb Baguley

THAT the Committee Report LIB-14-2024 Q2 Operating and Capital Update be received for information.

**CARRIED.**

**9. BUSINESS ARISING**

- a) Churchill Facility Update
  - o Lease deferred to October 1, 2024

**10. POLICY**

- a) **OPERATING & TECHNOLOGY** – Book Club Policy #2024-16
- b) **EMPLOYMENT** – Inclement Weather Policy #E-2024-17
- c) **OPERATING & TECHNOLOGY** – Safety, Security & Emergencies in the Library Policy #2024-18

**Motion #2024.54**

**Moved by:** Raj Grover  
**Seconded by:** Rhonda Flanagan

*THAT the **OPERATING & TECHNOLOGY** – Book Club Policy #2024-16; the **EMPLOYMENT** – Inclement Weather Policy #E-2024-17; and the **OPERATING & TECHNOLOGY** – Safety, Security & Emergencies in the Library Policy #2024-18 be approved as presented.*

**CARRIED.**

**11. STRATEGIC ISSUES**

There were no Strategic Issues to discuss this month.

**12. NEW BUSINESS**

No new business

**13. COMMENTS AND ANNOUNCEMENTS**

- a) Calendar of Events
  - o Link to Library offerings was provided in the agenda.
  - o The Board Chair encouraged Board members to attend as many events as possible to advocate for the Library

**14. 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-2023-03.

**Motion #2024.55**

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

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-2023-03 to deal with:

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

**CARRIED.**

**Motion #2024.56**

**Moved by:** Jennifer Richardson  
**Seconded by:** Rob Saunders

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

**CARRIED.**

**15. ADJOURNMENT**

**Motion #2024.57**

**Moved by:** Barb Baguley

THAT the meeting be adjourned at 8:10 p.m.

**CARRIED.**

**DATE OF THE NEXT MEETING**

The next Library Board meeting will be held on  
**Monday, October 21, 2024 at 6:30 p.m.**  
**Innisfil Public Library & ideaLAB – Lakeshore Branch – Boardroom**

*Anne Smith*

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**Anne Smith, Board Chair**

*Erin Scuccimarri*

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**Erin Scuccimarri, Secretary**