

Georgina Public Library
Library Board Meeting
September 21, 2023 @ 7:00 p.m.

Zoom

1. Call to Order
2. First Nations Acknowledgement Statement

“Georgina Public Library recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship. We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

3. Roll Call
4. Introduction of Addendum Items
5. Approval of the Agenda
6. Announcements
7. Declarations of Pecuniary Interest
8. Adoption of the Past Minutes – July 20, 2023 Board meeting minutes, July 27, 2023 Special Board meeting minutes
9. Delegations/Speakers - None
10. Presentations -
 - a. Annual Institute on the Library As Place conference review – N. Rodrigues
11. Consent Agenda
 - a. Branch Report - July & August
 - b. Work Plan Update
 - c. Financial Statement – July & August 2023
 - d. Media Scan

12. Verbal Communications
 - a. CEO update (V. Stevens)
 - b. Board Chair update (B. Sabatini)
 - c. Friends of the Library update (R. Beechey)
 - d. 2024 Finance Committee update (L. Johnstone)
13. Old Business
 - a. 2024 Budget
14. New Business
 - a. Policy Review: Invigilation of Examinations
 - b. Launch of Strategic Plan / Meet the Board event
 - c. Ontario Public Library week
15. Other Business For Which No Notice Has Been Given
16. Closed Session

- i. Motion to move into closed session

1. Personal matters about an identifiable individual, Section 16.1 (4) of the Public Libraries Act

- Update on a staffing matter

2. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose, Section 16.1 (4) of the Public Libraries Act

- Update on a legal matter

3. Review of Closed Session minutes

- March 23, 2023
Personal matters about an identifiable individual,
Section 16.1 (4) of the Public Libraries Act

- Human Resources matter

- July 20, 2023
Personal matters about an identifiable individual,
Section 16.1 (4) of the Public Libraries Act

- Update on Library Board member

4. Closed Session minutes to be reviewed separately

- February 16, 2023
Personal matters about an identifiable individual,
Section 16.1 (4) of the Public Libraries Act

-Update on a Human Resources matter

ii. Motion to reconvene into open session

17. Next Meeting Date /Time

October 19, 2023 @ 7:00pm – Peter Gzowski (Sutton) Branch

18. Adjournment

**Georgina Public Library Board
Regular Board Meeting Minutes**

July 20, 2023 @ 7:00 p.m.

Zoom

1. Call to Order

The meeting was called to order by the Chair at 7:19 p.m.

2. First Nations Acknowledgement Statement

“Georgina Public Library recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship. We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

3. Roll Call

The following Board Members were present:

Bobbi Sabatini, Chair
Nancy Rodrigues, Vice-Chair
Rita Beechey
Madalyn Calzavara
Regional Councillor Naomi Davison

The following Board Members were absent:

Amalee Lavigne
Leslie Johnstone
Councillor Dave Neeson

The following staff members were in attendance:

Valerie Stevens, *Director of Library Services/CEO*
Serena Hamlyn, *Executive Assistant (Recording Secretary)*
Anna Delong, *eServices Library Technician*
Michele Reynolds, *CUPE 905.13 Representative*

4. Introduction of Addendum Items

Special meeting on Thursday, July 27th at 7:00pm added under Next Meeting

5. Approval of the Agenda

Moved by Nancy Rodrigues, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-072

That the Georgina Public Library Board meeting Agenda of July 20, 2023 be approved as amended.

Carried.

6. Announcements – None

7. Declarations of Pecuniary Interest – None

8. Adoption of the Past Minutes – June 15, 2023 Board meeting minutes

Moved by Madalyn Calzavara, Seconded by Naomi Davison

RESOLUTION NO. GLB-2023-073

That the minutes of the June 15, 2023 Board meeting be adopted as circulated.

Carried.

9. **Delegations/Speakers – None**

10. **Presentations - None**

11. **Consent Agenda**

- a. Branch & CYS Report
- b. Quarterly Statistics
- c. Work Plan Update
- d. Financial Statement – June 2023
- e. Media Scan

Moved by Rita Beechey, Seconded by Madalyn Calzavara

RESOLUTION NO. GLB-2023-074

That Item 12 – Consent Agenda be received as circulated.

Carried.

12. **Verbal Communications**

- a. CEO update (V. Stevens)

COMMUNITY CONNECTIONS

- GPL staff participated in Music in the Streets at Georgina Pioneer Village in late June.
- Our Summer Reading Club Assistant, Tyler Molloy, created a fun and informative video about the Summer Reading & Learning Club, which was shared with schools and on our social media.

SPACES

- Amy Butcher and Valerie Stevens are currently working on finalizing Discovery Branch furniture finish selections, along with members of the design team.
- Mayor & Council will be touring the MURC construction site tomorrow; this is the first site visit for most. Valerie Stevens will be in attendance to discuss the Discovery Branch.

PEOPLE & LEADERSHIP

- The CEO and Board Member Nancy Rodrigues attended the Library as Place conference in Hamilton on July 5 & 6, 2023.
- Three new Library Students started with GPL in June.
- Two new Casual Library Clerks started with GPL in July.

COLLECTIONS & PROGRAMS

- The Summer Reading & Learning Club launch party was held on June 17, with over 100 people in attendance.

TECHNOLOGY

- The coaxial internet connection at the Pefferlaw Branch is up and running, resulting in a more reliable connection for both staff and the public.

MISCELLANEOUS

- Bobbi Sabatini and Valerie Stevens presented GPL's 2022 Year in Review to Town Council on July 12, 2023.
- 2023 MURC operational budget will be going to Town Council on August 2; Valerie Stevens has been meeting with members of the Town Finance team to finalize the estimates and the request.
 - b. Board Chair update (B. Sabatini)
 - Nothing to report
 - c. Friends of the Library update (R. Beechey)
 - The Friends plan to participate in the Sutton fair by hosting the children's spelling bee
 - The event will take place on Friday, August 11th at 3pm

- The Friends last held a meeting at the end of June to do a wrap up of the Grate Groan-Up Spelling Bee
- The Friends had a booth at the Music in the Streets Festival held on June 24th. The event was well attended and the kids loved the duck pond
- The Tea has been set for November 5th and will be held at the Kin Hall

d. 2024 Finance Committee update (B. Sabatini)

- The Finance Committee last met on June 20 where they reviewed:
 - the 2024 budget schedule
 - the operating update and 2024 MURC operating budget
 - estimates for the 2023 MURC Discovery Branch operating budget
 - the 10-year capital document which included updates that are needed to the Pefferlaw service desk
- The next committee meeting is scheduled for August 8th

Moved by Nancy Rodrigues, Seconded by Madalyn Calzavara

RESOLUTION NO. GLB-2023-075

That items 12 a., b., c., and d. Verbal Communications be received as presented.

Carried.

13. Old Business

a. Keswick branch office alcove renovation

The CEO informed the Board members that the updated estimate for the renovation of the alcove in the Keswick branch is \$68,38. This estimate includes the cost for a window.

The project manager was very clear that these estimates are based on his knowledge of these types of projects, and are based off estimates from 2020.

The original approved budget was \$15000.

The CEO went over all of the details provided to her from the project manager.

Moved by Nancy Rodrigues, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-076

That the Library Board approve the Keswick branch office alcove renovation increase in cost as presented at \$68,381 with a 10% deviation without needing to return to the board for approval

Carried.

14. New Business

- a. Policy Review: Other Rates and Fees

Moved by Rita Beechey, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-077

That the Other Rates and Fees policy be accepted as presented

Carried.

- b. Strategic Plan design

The CEO shared the draft strategic plan design.

Moved by Madalyn Calzavara, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-078

That the Board approve the Strategic Plan design concept as presented with recommended edits and in further consultation by M. Calzavara, N. Rodrigues, and B. Sabatini

Carried.

15. Other Business - None

16. Closed Session

- i. Motion to move into closed session

Moved by Rita Beechey, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-079

That the Georgina Public Library Board move into closed session at 8:11 p.m.

Carried.

- 1. Personal matters about an identifiable individual, Section 16.1 (4) of the Public Libraries Act

-Update on Library Board member

- ii. Motion to reconvene into open session

Moved by Madalyn Calzavara, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-080

That the Georgina Public Library Board reconvene into open session at 8:18 p.m.

Carried.

The Board reconvened into open session and made the following motion:

Moved by Rita Beechey, Seconded by Naomi Davison

RESOLUTION NO. GLB-2023-081

That the Board Chair proceed as directed

Carried.

17. Next Meeting Date /Time

July 27, 2023 @ 7:00pm – Zoom - Special Meeting

August 24, 2023 @ 7:00pm - Zoom – Regular Meeting

Moved by Nancy Rodrigues, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-082

That the date of the August Regular Board meeting be moved one week later to August 24th, 2023

Carried.

18. Adjournment

Moved by Nancy Rodrigues, Seconded by Madalyn Calzavara

RESOLUTION NO. GLB-2023-083

That the Georgina Public Library Board meeting of June 15, 2023 adjourn at 8:22 p.m.

Carried.

Board Chair

Recording Secretary

Georgina Public Library Board
Special Board Meeting Minutes
July 27, 2023 @ 7:00 p.m.

Zoom

1. Call to Order

The meeting was called to order by the Chair at 7:01 p.m.

2. First Nations Acknowledgement Statement

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3. Roll Call

The following Board Members were present:

Bobbi Sabatini, Chair
Nancy Rodrigues, Vice-Chair
Rita Beechey
Madalyn Calzavara
Regional Councillor Naomi Davison
Councillor Dave Neeson

The following Board Members were absent:

Amalee Lavigne
Leslie Johnstone

The following staff members were in attendance:

Valerie Stevens, *Director of Library Services/CEO*

Serena Hamlyn, *Executive Assistant (Recording Secretary)*
Rob Wheater, *Deputy CAO/Treasurer, Town of Georgina*

4. Approval of the Agenda

Moved by Madalyn Calzavara, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-084

That the Georgina Public Library Board Special meeting Agenda of July 27, 2023 be approved as presented

Carried.

5. Declarations of Pecuniary Interest – *None*

6. New Business

- a. 2023 Discovery Branch at the MURC Operating Budget

The CEO shared a presentation providing information about the MURC and the Discovery Branch at the MURC.

The Board members had the opportunity to ask the CEO and Town of Georgina Deputy CAO/Treasurer questions regarding the 2023 Discovery Branch Operating Budget.

Moved by Rita Beechey, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-085

That the Georgina Public Library Board approve the 2023 Discovery Branch at the MURC Operating Budget as presented to be included in the Report to Town Council as a grant request for approval

Carried.

7. Next Meeting Date /Time

August 24, 2023 @ 7:00pm - Zoom

8. Adjournment

Moved by Nancy Rodrigues, Seconded by Madalyn Calzavara

RESOLUTION NO. GLB-2023-086

That the Georgina Public Library Board Special meeting of July 27, 2023 adjourn at 7:32 p.m.

Carried.

Board Chair

Recording Secretary

JOINT BRANCH REPORT - 07 - July 2023

Submitted by: Amy Butcher - Manager, Library Community Engagement
Becky George - Manager, Library eServices
Justin Johnston – Manager, Library Collections
Sarah James - Manager, Library Customer Experience

COMMUNITY CONNECTIONS

- On Wednesday, July 5, Lisa attended the weekly community lunch at The Link and promoted library programs and services to the 60 people who attended the lunch.

SPACES

- Nothing to report

PEOPLE AND LEADERSHIP

- Joining our team this month are two new Casual Library Clerks, Brenda Friesen and Josephine Bilotta.

COLLECTION AND PROGRAMS

- In July, we received 506 bookmark ballot entries for our the Adult Summer Reading Club and 40 entries for our Teen Summer Reading Club.
- CYS staff ran Outdoor Family Storytime programs at Clearwater Farm on Saturday, July 8, 15, and 22. It was a great opportunity to connect with families who are unable to attend our programs during the week. Each session was well attended with at least 25 people attending.

Dates	Program Name	Platform/format	Total views/ participants
Various dates	One-on-one technology help (eServices)	Email, chat, phone, in-person	34
July 4,11, 18, 25	Outdoor Family Storytime	De La Salle	108
July 11, 18, 25	Ready, Set, Kindergarten	Pefferlaw	10

July 4, 11, 18, 25	Tinker Time	Sutton	30
July 4, 11, 18, 25	Camp Crafts	Keswick	125
July 5, 12, 19, 26	Outdoor Family Storytime	Whipper Watson	112
July 5, 12, 19, 26	Summer Buddies	Keswick	91
July 6, 13, 20, 27	Babytime	Keswick	50
July 6, 13, 20, 27	Ready, Set, Kindergarten	Keswick	23
July 6	LEGO Club	Sutton	7
July 13	LEGO Club	Pefferlaw	9
July 20	LEGO Club	Keswick	46
July 27	LEGO Club	Sutton	18
July 6, 7, 8, 13, 14, 15, 20, 21, 22, 27, 28, 29	Tinker Time	Keswick	156
July 7, 14, 21, 28	Freezie Bingo	Keswick	188
July 8, 15, 22	Outdoor Family Storytime	Clearwater Farm	84
July 5	Water Fun and Bubble Bonanza	Pefferlaw	25
July 25	Play Orchestral Instruments with Khori Music	Keswick	28
July 7	GPL on the Go	The Link	6
July 25	GPL on the Go	RL Graham	19
July 4	Sutton Book Club	Sutton	6
July 4	Pefferlaw Book Club	Pefferlaw	5
July 4, 6, 11, 13, 18, 20, 25, 27	Hooks and Needles Corner	Keswick	55
July 6, 20	Welcome Centre Immigrant Services	Keswick	5
July 5, 12, 19, 26	English Conversation Circle for Newcomers	Keswick	12
July 4, 18	Free Legal Clinic	The Link	12
July 11, 25	Free Legal Clinic	Keswick	8
July 5	Community Lunch at The Link	The Link	60

July 11	Author Talk with Local YA Author Nathan Reid-Welford	Keswick	10
July 13	Trivia at Club 55	Club 55 Keswick	10
July 5, 12, 19, 26	Stroke Drop in Support Group	Sutton	4
July 20, 27	Enterprising Careers workshop	Sutton	8
All of July	Adult SRC contest entries	All branches	506
All of July	Teen SRC contest entries	All branches	40
Previous uploads	All recorded videos, re-watched in July		7
		TOTAL	1909

TECHNOLOGY

- A new coaxial internet connection was installed at the Pefferlaw Branch. This provides the branch with much faster internet speeds and a more reliable connection than the point-to-point service previously provided. Both staff and the public are positively impacted by this change.

JOINT BRANCH REPORT - 08 - August 2023

Submitted by: Amy Butcher - Manager, Library Community Engagement
Becky George - Manager, Library eServices

COMMUNITY CONNECTIONS

- We are working with the local Kinsmen K40 group who would like to donate books to our collection on behalf of their members.

SPACES

- Nothing to report.

PEOPLE AND LEADERSHIP

- Joining our team this month are two new Casual Library Clerks, Kerri Moore and Tyler Molloy, who is a former Library Student, and was most recently, our Summer Reading Club Assistant. We also welcomed Naomi Kajko, who joined the Keswick team as our newest Library Student.

COLLECTION AND PROGRAMS

- GPL's Teen/Adult Summer Reading Club ran from Saturday, June 17 until Sunday, September 3. During this time, we received 1,096 bookmark ballots from adults, and 88 bookmark ballots from teens. Winners of the prize draws received a \$50 gift card to a local business of their choice. Friends of the Library sponsored the prizes.
- We received 199 game card entries into our Summer Reading and Learning Club prize draw. In total, children completed 9,897 reading and learning activities. Keswick Public School was the winner of the competition between the schools.
- On Friday, August 18, 109 people attended our Summer Reading and Learning Club (SRLC) Wrap Up Celebration. Everybody enjoyed a musical performance by Scott Gardner. Children who returned their SRLC game cards also received a free book.

Dates	Program Name	Platform/format	Total views/ participants
Various dates	One-on-one technology help (eServices)	Email, chat, phone, in-person	47
August 1, 8, 15	Outdoor Family Storytime	De La Salle	76
August 1, 8, 15	Ready, Set, Kindergarten	Pefferlaw	4

August 1, 8, 15	Tinker Time	Sutton	31
August 1, 8, 15	Camp Crafts	Keswick	104
August 2, 9, 16	Outdoor Family Storytime	Whipper Watson	105
August 2, 9, 16	Summer Buddies	Keswick	63
August 3, 10, 17	Babytime	Keswick	52
August 3, 10, 17	Ready, Set, Kindergarten	Keswick	23
August 3	LEGO Club	Pefferlaw	9
August 10	LEGO Club	Keswick	26
August 3 4, 5, 10, 11, 12, 17, 18, 19	Tinker Time	Keswick	98
August 4, 11	Freezie Bingo	Keswick	82
August 1	Teen Paint Night	Keswick	7
August 8	GPL on the Go	RL Graham	23
August 11	GPL on the Go	The Link	5
August 18	SRLC Wrap Up Celebration	Keswick	109
August 1, 3, 8, 10, 15, 17, 22, 24, 29, 31	Hooks and Needles Corner	Keswick	73
August 3, 17	Welcome Centre Immigrant Services	Keswick	6
August 2, 9, 16, 23, 30	English Conversation Circle for Newcomers	Keswick	15
August 8, 29	Free Legal Clinic	The Link	12
August 1, 15, 22	Free Legal Clinic	Keswick	12
August 8	Ancestral Voices: Junie Desil	Zoom	3
August 31	Blue Moon Paint Night	Keswick	10
August 2, 9, 16, 23, 30	Stroke Drop in Support Group	Sutton	7
August 3, 10, 17, 24, 31	Enterprising Careers workshop	Sutton	20
August	Adult SRC contest entries	All branches	590
August	Teen SRC contest entries	All branches	40

August	Summer Reading and Learning Club Game Card entries	All branches	199
Previous uploads	All recorded videos, re-watched in August		39
		TOTAL	1890

TECHNOLOGY

- Nothing to report.

2023 Work Plan – August Update

Board Governance Initiatives

Project Name	Project Lead	Start	Projected End	Status	Notes
Succession Planning-staff					
Library Advocacy	Board	On going		On going	
2022 Year in Review	Val Stevens	Q2	Q3	Complete	Printed. Presented to Council on July 12.
Sutton Multi-Use Transfer and Operating Agreement	Val Stevens	Q1-2019	2024?	In Progress	Development of a legal agreement for the Sutton Multi-Use Building between the School Boards, Town, and Library. Currently with legal team. Updated projected end to 2024. Had intro meeting with Town Solicitor on Nov 29/22.
Library & School Boards Agreement on Sutton Branch	Val Stevens	Q1-2019	2023?	In Progress	Transfer and Operating Agreement take precedent. Currently with legal team. Updated projected end to 2023. Had intro meeting with Town Solicitor on Nov 29/22.
New Library Board Orientation	Valerie Stevens (in conjunction with N6 CEOs)	Q2-2022	Q2-2023	Complete	Board Orientation Day took place on April 22

Capital Initiatives

Project Name	Project Lead	Start	Projected End	Status	Notes
MURC Branch	Val Stevens	Q1	Q4-2023	In Progress	Facility construction continues on-schedule. Library Board had opportunity to visit the site on Aug 25, 2023.
Strategic Plan	Library Board/ Val Stevens	Q2-2021	Q3-2023	In Progress	Graphic design complete. Presentation to Town Council scheduled for Sept 20, 2023.
Security Camera Installation	Town Facilities/ Sarah James	Q2-2022	Q2-2023	Complete	Cameras turned on June 2, 2023.
Teen area-Keswick branch	Amy Butcher (Sarah James)	Q1-2022	Q2-2023	Complete	Formal launch May 5, 2023.
Keswick Alcove renovation	Valerie Stevens	Q2-2022	Q4-2023	In Progress	Working with Town PM to oversee project. Currently with Procurement.
Security gates-PE & KE	Becky George (Sarah James)	Q2-2023			Need to conduct environmental scan and confirm quotes.

Staffing Initiatives

Project Name	Project Lead	Start	Projected End	Status	Notes
Executive Assistant from PPT to PFT	Valerie Stevens	Q1	n/a	Complete	Change effective Feb 6, 2023.
New Supervisor position	Valerie Stevens	Q2	n/a	In Progress	Supervisor starts Sept 18, 2023.
Summer Reading Club Assistant-grants	Amy Butcher	Q1	Q3	Complete	SRCA contract ended Aug 25, 2023.
Adult Programming support	Amy Butcher	Q2	Q4	In Progress	Three additional hours budgeted in 2023 operating budget.

Operating Initiatives

Project Name	Project Lead	Start	Projected End	Status	Notes
Transition to Office 365	Town IT (Becky George)	Q1-2022	Q3-2023?	In Progress	Approved through Town IT budget for entire municipality, including library staff. IT working on phased implementation and roll-out.

Georgina Public Library

Financial Statement - July 2023

Date: August 9, 2023

	2023 Actuals	2023 Approved Budget	Variance	Percentage To Date	Target to Date	Notes
Revenue						
Town Grant	1,538,069.17	2,636,690	1,098,621	58%	58%	Pro-rated
Provincial Grants	36,517	62,600	26,083	58%	58%	Pro-rated
Misc Grants	1,342	9,240	7,898	15%	58%	
School Board Revenue	34,125	58,500	24,375	58%	58%	Pro-rated
Donations	2,687	1,800	(887)	149%	58%	
Fines	1,394	7,900	6,506	18%	58%	
Misc Fees	290	3,100	2,810	9%	58%	Exam Proctoring, etc
Photocopying Fees	2,011	8,500	6,489	24%	58%	
Program Registrations	142	4,200	4,058	3%	58%	
Book Sale	178	2,400	2,222	7%	58%	
Room Rentals	4,233	4,100	(133)	103%	58%	
Provision from Reserve	56,350	96,600	40,250	58%	58%	Pro-rated
Total Revenues	1,677,336	2,895,630	1,218,294	58%	58%	
Expenses						
Salaries & Benefits	1,158,168	2,071,600	913,432	56%	58%	
Library Board	1,760	4,800	3,040	37%	58%	Projected
Library Operations	132,199	366,900	234,701	36%	58%	Utilities, cleaning, courier, supplies, etc.
Training	8,000	18,800	10,800	43%	58%	
Collections	92,614	232,730	140,116	40%	58%	
Telecommunications	6,515	26,510	19,995	25%	58%	
Covid-19 Expenses	26	-	(26)	N/A	N/A	No allotted budget
Misc	2,104	3,400	1,296	62%	58%	
Contribution to Reserve	99,686	170,890	71,204	58%	58%	Pro-rated
Total Expenses	1,501,071	2,895,630	1,394,559	52%	58%	
Net	176,265	-	(176,265)			

Georgina Public Library

Financial Statement - August 2023

Date: September 11, 2023

	2023 Actuals	2023 Approved Budget	Variance	Percentage To Date	Target to Date	Notes
Revenue						
Town Grant	1,538,069.17	2,636,690	1,098,621	58%	58%	Pro-rated
Provincial Grants	36,517	62,600	26,083	58%	58%	Pro-rated
Misc Grants	1,342	9,240	7,898	15%	58%	
School Board Revenue	34,125	58,500	24,375	58%	58%	Pro-rated
Donations	11,735	1,800	(9,935)	652%	58%	
Fines	1,589	7,900	6,311	20%	58%	
Misc Fees	4,094	3,100	(994)	132%	58%	Exam Proctoring, etc
Photocopying Fees	2,748	8,500	5,752	32%	58%	
Program Registrations	142	4,200	4,058	3%	58%	
Book Sale	240	2,400	2,160	10%	58%	
Room Rentals	4,122	4,100	(22)	101%	58%	
Provision from Reserve	56,350	96,600	40,250	58%	58%	Pro-rated
Total Revenues	1,691,071	2,895,630	1,204,559	58%	58%	
Expenses						
Salaries & Benefits	1,314,853	2,071,600	756,747	63%	58%	
Library Board	1,760	4,800	3,040	37%	58%	Projected
Library Operations	144,611	366,900	222,289	39%	58%	Utilities, cleaning, courier, supplies, etc.
Training	8,746	18,800	10,054	47%	58%	
Collections	107,265	232,730	125,465	46%	58%	
Telecommunications	7,642	26,510	18,868	29%	58%	
Covid-19 Expenses	26	-	(26)	N/A	N/A	No allotted budget
Misc	2,602	3,400	798	77%	58%	
Contribution to Reserve	99,686	170,890	71,204	58%	58%	Pro-rated
Total Expenses	1,687,189	2,895,630	1,208,441	58%	58%	
Net	3,882	-	(3,882)			

https://www.simcoe.com/news/library-workers-are-done-waiting-bradford-west-gwillimbury-public-library-faces-strike-lockout/article_696b69b4-ecf6-51e5-b5b9-5baf9aa12b6e.html

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NEWS

'Library workers are done waiting': Bradford West Gwillimbury Public Library faces strike, lockout

Library workers want fair pay, health benefits for part-timers, and job protection

By **Aileen Zangouei** Bradford West Gwillimbury Topic

Jul 11, 2023



Bradford West Gwillimbury Public Library is facing a strike or lockout in late July. - Miriam King/Bradford Times

Bradford West Gwillimbury Public Library is facing a strike or lockout in late July, as library workers say they want a fair collective agreement that includes fair compensation among other things.

Negotiations at the BWG library have reached a standstill, which, according to CUPE Local 905 – a union representing 6,000 members in municipal and library sectors across York Region and New Tecumseth – has left workers no choice but to strike.

On July 4, the Ministry of Labour issued a report stating the 17-day countdown to a strike or lockout.

"It's been nearly two years and Bradford library workers are done waiting," Katherine Grzejszczak, president of CUPE 905.

According to Grzejszczak, the workers are asking for fair pay, health benefits for part-time workers, which make up 75 per cent of the bargaining unit, and job protection.

"We've been speaking to Bradford residents and there's overwhelming community support for these workers, people love their library," Grzejszczak said.

Library workers are also seeking scheduling that allows them to have a life outside of work and job security.

"The library is an important part of the Bradford West Gwillimbury community, but we're constantly losing staff," said bargaining team member Anita Donald. "We want a respectful work environment, it's so important to us that we're willing to walk."

Licinio Miguelo, chair of the BWG Public Library Board, told [Simcoe.com](#) in an email that "the bargaining is hopeful that a tentative agreement can be reached and that a strike can be avoided."

"If a strike by CUPE 905 members cannot be avoided, it is expected that the library will be closed and all in-person services will be cancelled. Management will work to ensure digital services continue to be available," Miguelo said.

The teams are scheduled to meet again on July 17, 20, and 21.

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Aileen Zangouei

Aileen Zangouei is a reporter covering Bradford West Gwillimbury. She also takes on investigative and breaking news reporting at times for York Region. Have a story idea for her? Contact her at azangouei@yrmg.com.

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NEWS

'This isn't the road we wanted to see things go down': Bradford West Gwillimbury Public Library workers on strike

Library has closed as workers strike as collective agreement could not be reached

By **Aileen Zangouei** Bradford West Gwillimbury Topic

Jul 26, 2023



Bradford West Gwillimbury Public Library is facing a strike or lockout in late July. - Miriam King/Bradford Times

Bradford West Gwillimbury Public Library workers are on strike, resulting in the closure of the library, as they have been unable to reach a deal for a collective agreement.

The BWG library closed on July 21, at 9 a.m., as the workers and CUPE Local 905 went on strike.

According to a statement from town council, the library's board and management made the "difficult decision" to close the library for all in-person services and programming during the strike period, "after careful consideration."

Digital services such as databases and ebooks will continue to operate.

"We understand the impact this has on our residents, especially those with young children who were planning to participate in the library's summer programming activities," the statement from town council reads.

"This isn't the road we wanted to see things go down," said Mayor James Leduc.

"It is unfortunate that the bargaining teams have been unsuccessful in reaching an agreement but we remain optimistic that a mutually beneficial resolution can be reached quickly so library workers can get back to serving our community," Leduc said.

BWG library workers are part of CUPE Local 905, which represents 6,000 library workers across York Region and New Tecumseth.

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'Library workers are done waiting': Bradford West Gwillimbury Public Library faces strike, lockout



Aileen Zangouei

Aileen Zangouei is a reporter covering Bradford West Gwillimbury. She also takes on investigative and breaking news reporting at times for York Region. Have a story idea for her? Contact her at azangouei@yrmg.com.

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BREAKING: Bradford library labour negotiations break down



[Michael Owen](#)

Aug 18, 2023 2:40 PM



From left: Sarah Jama, NDP MPP for Hamilton Centre, and Matthew Green, NDP MP for Hamilton Centre, are seen with Katherine Grzejszczak, president of CUPE Local 905, and Nina Brown, vice-president CUPE Local 905, at the picket line at the Bradford West Gwillimbury Public Library on Thursday, Aug. 17, 2023. | Supplied

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00:07:01

After just two days of bargaining, talks have once again stalled between the union and its employer, the Bradford library.

Workers at the Bradford West Gwillimbury Public Library have been on strike since [July 21](#) when negotiations over their first collective agreement came to a head.

The union returned to bargaining on Wednesday after the employer indicated there would be a new offer, but that new offer was essentially the same as the previous one for all but three of the 36 workers, according to Katherine Grzejszczak, president of Canadian Union of Public Employees (CUPE) Local 905, which is representing the striking library workers.

Grzejszczak explained that under the new offer, only three of the workers would receive the union's requested wage increase of \$1.35 per hour each year over two years.

"It was an offer designed to divide our members. At the end of the deal in 2026, half the library workers would still make several dollars an hour less than the lowest-paid, unskilled positions in male-dominated departments in the town," she said, adding there are people in roles with the Town of Bradford, such as general labourer, parks attendant and facilities attendant, all making about \$26-27.

Grzejszczak suspects the library workers are being offered less because they're mostly women, and claimed the wage increase the union is requesting could be funded by the money the library has saved in wages over the last four weeks workers have been on strike.

"This is not about the money; this is about council making a point that they just don't have any care for the female-dominated jobs in this town that provide care and safe spaces to the most vulnerable people in this community," she said.

A press release from Matthew Corbett, library CEO, explained the employer's offer would ensure all non-student positions will receive the Simcoe County living wage of \$20.70 or greater, which is \$2.40 less than the union's target of the GTA living wage, which they defines as \$23.10 per hour.

The release says the library also offered an adjustment of all student rates to \$16.55, retroactively effective to Jan 1, 2023, but Grzejszczak clarified that none of the workers are currently earning the Ontario student minimum wage of \$14.60.

However, she explained there are six members currently earning the Ontario adult minimum wage of \$15.50, which is already legislated to increase to \$16.55 on Oct. 1.

The release says the library also offered a rate increase of 4.1 per cent for the customer service representative position for 2023, which would still only be \$0.25 per hour, according to Grzejszczak.

All other positions were set to receive the previously offered increases of three per cent for 2023, three per cent for 2024, 2.5 per cent for 2025 and 2.5 per cent for 2026.

The release said the offer also included payments equivalent to the rate increase previously offered for “red circled” employees, for the life of the collective agreement.

Those employees previously had their wages frozen, meaning they were not eligible for the three-per-cent increase previously proposed by the administration; they are also not eligible for full-time hours or health benefits.

“CUPE has rejected our offer, and the strike will continue,” Corbett said in the release.

Grzejszczak clarified that the union replied to the offer with a counter proposal, but the employer was not willing to discuss it.

Should that change and the employer is willing to discuss the union’s proposal or make a new offer, Grzejszczak said the union is still willing to negotiate.

“We would be there tomorrow to hear what they have to say, of course,” she said.

The breakdown in talks came just hours after Sarah Jama, NDP MPP for Hamilton Centre, and Matthew Green, NDP MP for Hamilton Centre, visited the picket line around noon.

Green doesn’t expect to see a decrease in the number of striking workers any time soon.

“What we saw on the front lines today, I think we’re going to see in municipalities across the province,” he said.

Green acknowledged that municipalities have not recouped costs downloaded on them from provincial and federal governments, and credited unions and organized labour for preventing deep cuts to wages, pensions and benefits.

"What I'm seeing more and more and hearing from more and more are people who maybe traditionally didn't appreciate the value of a union. ... I'm telling you, the general public is fed up with big bosses who are making sometimes double, in private sector often triple, what workers are making," said Green.

"They're doing it on the backs of people who are most of the time making minimum wage," he said.

To resolve the issue, Green wants to see a higher standard of living through a shared prosperity of the economy including higher wages, better pensions and better benefits.

In Bradford in particular, Green worries that egos and ideological divides might be getting in the way.

"I get a sense that there are a few good councillors who understand that workers deserve fair pay ... but, there are some others on council who seem ideologically bent against any kind of supports for front-line workers, and the challenge is ... there seems to be a deep double standard between the management/supervisor class and the front-line working class," he said.

Green also took issue with some of the comments from Mayor James Leduc.

"To draw his line in the sand as he did, not only disrespects the workers, but disrespects the people of Bradford," he said.

On Wednesday, the mayor took to social media to issue an apology for allowing his emotions to cloud his judgment and influence his [choice of words](#).

"Leading our organization and town through this labour dispute has been a challenging experience and I am truly sorry to our library employees and their union

(CUPE 905) for the lack of respect I have shown in some of my responses to my constituents as well as during recent council meetings," he said.

While the collective agreement would be overseen by the town's library board, the funding for the board and approval of board decisions comes from council.

Library board members include Licinio Miguelo, chair; Ward 1 Coun. Cheraldean Duhaney, vice chair; Ward 4 Coun. Joseph Giordano; Ferguson Mobbs; Jen Turner; Diana Sheeler and Dillon McDowell.

Follow-up question sent to Corbett were not answered in time for publication for this article.



About the Author: Michael Owen

Michael Owen has worked in news since 2009 and most recently joined Village Media in 2023 as a general assignment reporter for BradfordToday

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NEWS

CUPE calls on Bradford West Gwillimbury to negotiate with striking library employees

Mayor James Leduc and council support library's decision to apply for arbitration

By **Hunter Crowther** Bradford West Gwillimbury Topic

Aug 31, 2023

Article was updated 3 hrs ago



Bradford West Gwillimbury Public Library is facing a strike or lockout in late July. - Miriam King/Bradford Times

The Canadian Union of Public Employees (CUPE) Local 905, which represents Bradford West Gwillimbury Public Library workers, called on the town to return to the bargaining table after the library board announced they have applied for arbitration with the Ontario Labour Relations Board (OLRB).

Library workers have been on strike since July 21, citing pay increases as the main outstanding issue. CUPE is asking for a \$1.35 per hour increase in each of the last two years of their contract, after already agreeing to a two per cent increase for 2022. Negotiations resumed briefly in August before the town rejected CUPE's latest offer.

"Although we didn't expect to see things reach this point, council supports the board's decision to apply for arbitration," said Mayor James Leduc and city council in a joint statement last week. "We have remained committed to working with the

bargaining teams to come to a resolution, but there has been little progress in negotiations and the union has shown an unwillingness to move from their current position."

The town's application for arbitration could take up to 30 business days before the OLRB reaches a decision.

In their response, CUPE Local 905 accused the town of pursuing a lengthy legal proceeding instead of bargaining in good faith. "The mayor and council will do anything to avoid giving these workers a fair raise," said CUPE 905 president Katherine Grzejszczak.

"If they truly wanted the library open, they could easily end this strike today. Instead of providing fair wages, they're spending yet more library funding on a lengthy legal fight," she continued.

Workers at the library voted overwhelmingly to join CUPE in September 2021. They say half of the library's staff have quit during the past two years due to poor working conditions.



Hunter Crowther

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'Totally untrue': Bradford mayor refutes library union claims



[Michael Owen](#)

Sep 6, 2023 3:56 PM



1 / 5 Mayor James Leduc speaks during the regular meeting of council Tuesday night. | Michael Owen / BradfordToday

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00:12:48

Bradford Mayor James Leduc is speaking out against recent accusations from the union representing library workers.

The library workers and supporters once again rallied outside of council before participating in the open forum during the regular meeting of council Tuesday night.

This was the third time workers at the Bradford West Gwillimbury Library have attended open forum since they went on strike on July 21 when negotiations over their first collective agreement came to a head.

Katherine Grzejszczak, president of Canadian Union of Public Employees (CUPE) Local 905, which is representing the 36 striking library workers, expressed concerns about the employer's announcement on Aug. 25 that they had applied to the Ontario Labour Relations Board (OLRB) for binding arbitration.

"We are of the understanding that they would only be able to get a two-year collective agreement out of that process, if the board rules in the employer's favour in the first place," she said prior to the rally, adding that her understanding was that the imposed collective agreement would be retroactive to September 2021, when the group first unionized.

"That means the contract would be expired right now, September 2023, and so we would be right back into bargaining dealing with the exact same issues."

The mayor disputed that claim during an interview after the council meeting.

"Well that's totally untrue. That's what arbitration is all about, talking about terms and length and everything. We'll put our package together, they'll put theirs," he said.

The OLRB could take as many as 30 business days to make a decision about the employer's application, meaning both parties could be waiting until Friday, Oct. 6.

When it comes to the length of the term arbitrators can impose on a first collective agreement and whether or not it can be retroactive, the Ontario Labour Relations Act stipulates in Sec. 43(19): "A first collective agreement settled under this section is effective for a period of two years from the date on which it is settled and it may

provide that any of the terms of the agreement, except its term of operation, shall be retroactive to the day that the Board may fix, but not earlier than the day on which notice was given under section 16.”

Leduc also noted the union has objected to arbitration.

“We’re OK with binding arbitration. We don’t have a problem with that. We put our offer out there. If they think their offer is that good, the \$1.35, say ‘yes’ to arbitration. What are you waiting for? You’re just keeping your people on strike for nothing,” he said.

Despite some progress in other areas, wages remain the sticking point of negotiations as the union is requesting a wage increase of \$1.35 per hour per year for two years for library workers.

Both during the rally and during open forum, Grzejszczak provided a breakdown of the that expense, and based on information the library submitted to the labour board, she said the union’s request would cost about \$164,000 over two years, which would be \$84,000 in excess of the \$80,000 the library had budgeted for wage increases, or an additional \$42,000 per year.

“The library has a \$3-million-a-year budget. To try to wrap your head around the community not having access to library services for 47 days over \$42,000 per year in a \$3-million budget, it just doesn’t make any sense,” she said.

During open forum, the Local 905 president claimed the employer has already saved about \$23,000 per week in unpaid wages while workers have been on strike, which adds up to about \$161,000 by Wednesday, Sept. 9, the end of which completes seven full weeks of the strike.

“Like I’ve said from the beginning, it’s not about the money; the money has been there since Day 1 for this wage increase. This strike is about a council and a mayor that has made up their mind that they will do whatever it takes to ensure that these workers do not get a fair wage increase,” she said during the rally.

In the interview after the meeting, Leduc disputed that claim as well, and noted the union's request would have greater financial impacts for the town beyond requiring a 2.6-per-cent increase to the library tax rate in the first year and 5.2-per-cent increase over two years, as previously stated in a release from Matthew Corbett, the library's CEO.

"When we rotate that into the bigger budget when it comes back to council, we have 450 employees that accepted a three-per-cent raise. If we give out \$1.35 here, then we need to go back to the 450 employees in Bradford and give them the same money, because they deserve the same. We treat everyone equally here," Leduc said.

The mayor estimated that would add \$640,000 to the town's budget just in the first year, and cause a two per cent increase to the town's overall tax levy.

"Think about what that does over time, how that continually amortizes over time. It's a huge financial impact to us. ... Like I've said to many people, I don't have a money tree in the backyard. We go to the taxpayer; the taxpayer pays the bill," he said.

The mayor also took time to clarify the most recent deal offered to library workers.

"Out of 36 employees, we addressed 21 of them that were in the lower wage scale, because that was CUPE's argument at the table the whole time — that the lower wage scale people weren't being paid enough. We took those people and we said 'you're right,' and we elevated them," he said.

As a result, Leduc noted that the average increase for those 21 workers would be 5.9 per cent and 4.6 per cent for library workers overall, and would ensure that all non-student positions will have wages that meet or exceed the Simcoe County living wage of \$20.70 per hour.

That figure is \$2.40 less than the union's target of the GTA living wage, which they define as \$23.10 per hour.

The mayor also noted the offer included an adjustment of all student rates to \$16.55, retroactively effective to Jan. 1, 2023, but Grzejszczak previously clarified that none of the workers are currently earning the Ontario student minimum wage of \$14.60.

Still, the retroactive increase would mean that the six members the union identified as earning the Ontario adult minimum wage of \$15.50, would see nine months worth of the \$1.05-per-hour increase before it is legislated to take effect on Oct. 1.

Compared to the contracts negotiated at other libraries including Ajax, Pickering and Georgina for periods ranging from 2020-2024, the mayor felt the deal offered to Bradford's library workers was more than fair.

"Those deals are up to 2024 with two per cent, two per cent, 1.85 per cent, 1.85 per cent. We've offered three per cent in those years. You want to see inflation? That's inflation. We dealt with it," he said.

Since before the strike, the Bradford library has been offering increases of three per cent for 2023, three per cent for 2024, 2.5 per cent for 2025 and 2.5 per cent for 2026, and the most recent offer also extended that to "red circled" employees, for the life of the collective agreement.

Those employees previously had their wages frozen, meaning they were not eligible for increases previously proposed by the administration; they are also not eligible for full-time hours or health benefits.

"This offer is the best offer in the province. You can't get any better. Everybody they said was underpaid has been looked after, including red circled people. We've looked after everybody, and we want a four-year deal," the mayor said.

He added the town also offered to include "me too" clause in the last two years of the four-year offer, meaning that if another union in town is able to negotiate an increase of more than 2.5 per cent, the library workers would automatically qualify for it as well.

"This is a great offer and if they wanted to get things done, all they have to do is agree to arbitration and come to the table and everybody gets back to work and the arbitrator sits there and rules on both parties and says who has the best package," he said.

While the mayor had previously been cautious to discuss the specifics of negotiations in order to maintain good-faith bargaining, he said the situation has now reached a point where he wanted the community to have more understanding of the town's side of the issue.

Ward 4 Coun. and library board member Joseph Giordano agreed.

"As good stewards, and obviously as the employer, we have to hold ourselves to a higher standard, and it's unfair when there's misinformation or disinformation or alternative information out there. ... Unfortunately, we haven't had the luxury of being able to tell our story constantly. I think the mayor did a great job of articulating the main points," he said.

In the meantime, members of the public continue to express support for the library workers.

Kathryn Richardson works at the Newmarket Public Library, where she is also the unit chair, and came to the rally to show her support.

"I do work at the Newmarket Public Library and a lot of Bradford residents have come to our library to use the computers. I've talked to a number of them, because I'm just like that, and a lot of them are willing to pay higher taxes to give you people a raise. Don't forget that, the community is right behind you," she said.

Natasha Philpott is the marketing and communications co-ordinator at the library, and former editor of *BradfordToday*, participated in the open forum to express her frustration with the prolonged strike.



Natasha Philpott, the marketing and communications co-ordinator at the library, and former editor of BradfordToday, speaks in open forum during the regular meeting of council Tuesday night. Michael Owen/BradfordToday

“I recall numerous instances during my time at the local paper interviewing many of you. I witnessed your unwavering dedication to our community — a passion that appeared to have once burned brightly. Today, I find myself questioning the presence of that very spirit,” she said.

Philpott also presented the mayor with an additional 995 signatures from a petition in support of workers, which now totals more than 2,000 signatures.

“While I acknowledge that not all of you utilize the library services personally, it remains an irreplaceable cornerstone and a cherished resource for the majority. Regrettably, this vital lifeline has been severed and I ask: Is this the legacy you want to leave behind?” she said.

Karen Wilson also spoke to council during open forum, and asked them to consider an introspective approach.

"Tonight, I would like to turn to you and briefly examine the angst and frustration some of you all might be experiencing. ... I would like you to examine your hearts right now and search for your motives for not giving the library staff what they're asking for," said Wilson.

"I implore you to do unto others as you would have them do unto you. Wouldn't the whole world be a better and kinder place if we all did so? Wisdom is doing now, that which you will be glad you did later," she said.

Tuesday marked Day 47 of the strike, which makes it one of the longest library worker strikes in Ontario history, with only Essex County's 231-day strike, which ended in February 2017, being longer, according to the union.

While the collective agreement would be overseen by the town's library board, the funding for the board and approval of board decisions comes from council.

Library board members include Licinio Miguelo, chair; Ward 1 Coun. Cheraldean Duhaney, vice chair; Ward 4 Coun. Joseph Giordano; Ferguson Mobbs; Jen Turner and Diana Sheeler.

Dillon McDowell was also originally a member of the board for the 2022-2026 term until his resignation at the end of August.

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***About the Author:* Michael Owen**

Michael Owen has worked in news since 2009 and most recently joined Village Media in 2023 as a general assignment reporter for BradfordToday

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Regulations

- Exam proctoring is available to residents or students from Georgina, as well as residents who live in areas with which the Library has reciprocal borrowing agreements.
- Library premises may be used for the writing of examinations provided the conditions set by the exam setting institution or agency can be met without undue disruption to the library's normal functions, and within the normal working hours of the qualified proctor.
- Arrangements to write an exam must be made with the Manager, Library Customer Experience or designate a minimum of two weeks in advance. All information relevant to the examination must be received one week prior to the exam date from the issuing educational institution and be assessed for suitability of proctoring by the Library, before any tests are taken. The Library will not proctor exams if the conditions cannot be met.
- Cost of proctoring of an exam is \$50.00 per person, per session. The library will accept no out-of-pocket costs. Any costs for copying, printing, postage etc. must be borne by the exam writer or the exam setting institution.
- Students who wish to take examinations at the Library are responsible for ensuring that all of the examinations requirements imposed by their testing institution have been met.
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