

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

June 15, 2023 @ 7:00 p.m.

Zoom

1. Call to Order

The meeting was called to order by the Chair at 7:03 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
Leslie Johnstone
Madalyn Calzavara (arrived late)
Councillor Dave Neeson
Regional Councillor Naomi Davison (arrived late)

The following Board member was absent:

Amalee Lavigne

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*
Lynn McKinley, *CUPE 905.13 Representative*
Rob Wheater, *Town of Georgina Deputy CAO/Treasurer*

4. Introduction of Addendum Items - None

5. Approval of the Agenda

Moved by Leslie Johnstone, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-064

That the Georgina Public Library Board meeting Agenda of June 15, 2023 be approved as presented.

Carried.

6. Announcements – None

7. Declarations of Pecuniary Interest – None

8. Adoption of the Past Minutes – May 18, 2023 Board meeting minutes

Moved by Nancy Rodrigues, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-065

That the minutes of the May 18, 2023 Board meeting be adopted as circulated.

Carried.

9. Delegations/Speakers – None

(M. Calzavara arrived)
(N. Davison arrived)

10. Presentations

a. 2022 Year-End Financial Statements - KPMG LLP

K. Travers and A. Grossi, representatives from KPMG LLP, presented their Audit Findings Report for the year ended December 31, 2022

Moved by Leslie Johnstone, Seconded by Dave Neeson

RESOLUTION NO. GLB-2023-066

1. That the Library Board receive the 2022 Year-End Financial Statements - Town of Georgina Public Library Board report presentation.

and

2. That the Library Board adopt the 2022 Year-End Financial Statements - Town of Georgina Public Library Board.

and

3. At the request of the Town of Georgina that the Library Board approve the transfer of \$296,549, through the 2023 Budget, back to Town reserves

and

4. That the Library Board approve the transfer of \$9,820 excess Professional Development Funds within the Library budget to be contributed to the Library Professional Development and Staff Engagement Reserve, through the 2023 Budget

Carried.

11. Consent Agenda

- a. Branch Report
- b. Work Plan Update
- c. Financial Statement – May 2023
- d. Media Scan

Moved by Madalyn Calzavara, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-067

That Item 12 – Consent Agenda be received as circulated.

Carried.

12. Verbal Communications

- a. CEO update (V. Stevens)

COMMUNITY CONNECTIONS

- Nothing to report

SPACES

- MURC update as of June 14, 2023:
 - siding, electrical, and mechanical are progressing well
 - interior glass curtain wall frames are being installed
 - glass will be installed over the summer
 - landscaping has started, with planters complete
 - the fireplace unit (for the lobby) has arrived on site
 - ceiling in the Discovery Branch has been painted
 - overall at 71% completion

- continue to forecast possession in Q4 2023, opening in Q1 2024
- contracts have been awarded for both interior and exterior furniture

PEOPLE & LEADERSHIP

- Former Library Student, Tyler Molloy was the successful candidate for the Summer Reading Club Assistant position. Tyler started in May
- Our first Staff Development Day was held last Friday, June 9th and it was a great success
 - Our next session is planned for November
- The CEO and Board Member Nancy Rodrigues will be attending the Library as Place conference in Hamilton on July 5 & 6, 2023
- Last week the CEO was on a Strategic Planning panel with APLL (Advancing Public Library Leadership), talking about GPL's recent Strategic Planning process

COLLECTIONS & PROGRAMS

- GPL was approved for a small grant for purchasing accessible reading materials specifically designed for people with dyslexia
- The Library is partnering with Community Legal Clinic of York Region (CLCYR), who will set up a pop-up tent in the parking lot of the Ice Palace
 - CLCYR offers free legal advice on a variety of matters
 - the pop-ups will be starting as soon as final details are worked out, and are expected to run until the end of September

TECHNOLOGY

- Work has started on updating to coaxial connection at the Pefferlaw Branch. The upgraded connection is expected to be active in approximately one month.

MISCELLANEOUS

- Town Council approved their new Strategic Plan at the Council meeting on June 14, 2023. The full plan will be available to the public in the near future.

b. Board Chair update (B. Sabatini)

- the Board Chair attended the Drag Queen Story Time event at the Keswick Branch on June 3rd
 - there was small group of protesters and a large group of supporters in attendance and outside of the entrance to the Ice Palace
 - overall it was a very positive event

- thank you to the CEO and staff for all the work put into this event

c. Friends of the Library update (R. Beechey)

- The Grate Groan-up Spelling Bee took place on June 2nd
 - Congratulations to the Town Council team for winning first place
 - Congratulations to the Library Board team who came in second
 - Financials from the Bee:
 - income including funding/sponsors: \$12,076
 - profit after expenses: \$7,974.65
 - attendees: 95
- Coming up: Music in the Streets on the 24th of June. The Friends will be in attendance doing fun stuff for the kids and participants

d. 2024 Finance Committee update (L. Johnstone)

- the Finance Committee had their first meeting a couple of weeks ago, on May 23rd. L. Johnstone was elected Chair of the committee
- our job as a committee is to listen to the CEO's recommendations and to then make suggestions and decisions as to what our budget requests should look like
- the process always starts off pretty high-level
 - At this point, the Library has submitted business cases for the budget requests
 - The first round of drafts was handed in June 2nd
- we have another meeting coming up next week, on Tuesday

Moved by Nancy Rodrigues, Seconded by Madalyn Calzavara

RESOLUTION NO. GLB-2023-068

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

Carried.

13. Old Business

- a. Strategic Plan language

Moved by Nancy Rodrigues, Seconded by Leslie Johnstone

RESOLUTION NO. GLB-2023-069

That the Strategic Plan language be accepted as discussed and amended.

Carried.

14. New Business

- a. 2022 Year in Review

The CEO shared a draft of what the 2022 Year in review will look like
The CEO noted that the CEO and Chair will bring the 2022 Year in Review to present to Council on July 12th.

Moved by Madalyn Calzavara, Seconded by Nancy Rodrigues

RESOLUTION NO. GLB-2023-070

That the CEO have the authority to continue to produce the 2022 Year in Review and move the document forward to production.

Carried.

b. Policy Review: Fundraising / Sponsorships

Moved by Rita Beechey, Seconded by Madalyn Calzavara

RESOLUTION NO. GLB-2023-071

That the Fundraising / Sponsorship policy be accepted as amended.

Carried.

15. Other Business

D. Neeson offered some more information regarding the Pop-Up Legal Clinic.

CLCYR has lawyers and paralegals on staff who offer free legal advice on a variety of matters. They were looking to partner with the Town to set up clinic at the Ice Palace and Sutton Multi-Use building to offer their services.

In terms of the services they generally offer, their areas of focus are: housing, social assistance, immigration, and some labour services as well.

16. Closed Session - None

Motion to move into Closed Session

Motion to reconvene into Open Session

17. Next Meeting Date /Time

July 20, 2023 @ 7:00pm - Zoom

18. Adjournment

Moved by Madalyn Calzavara, Seconded by Rita Beechey

RESOLUTION NO. GLB-2023-072

That the Georgina Public Library Board meeting of June 15, 2023 adjourn at 8:21 p.m.

Carried.


Board Chair


Recording Secretary