

**Georgina Public Library Board**  
**Regular Board Meeting Minutes**  
**January 18, 2024 @ 7:00 p.m.**

**Zoom**

**1. Call to Order**

The meeting was called to order by the Chair at 7:04 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  
Rita Beechey  
Leslie Johnstone  
Nancy Rodrigues, Vice-Chair  
Madalyn Calzavara  
Councillor Dave Neeson  
Regional Councillor Naomi Davison (arrived late)  
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*  
Cathy Tustin, *Human Resources Business Partner*  
Rob Wheeler, *Deputy CAO/Treasurer*  
Lisa Andersen, *Manager, Human Resources*

**4. Introduction of Addendum Items**

**5. Approval of the Agenda**

Moved by Madalyn Calzavara, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2024-001**

That the Georgina Public Library Board meeting Agenda of January 18, 2024 be approved as amended.

**Carried.**

**6. Announcements – None**

**7. Declarations of Pecuniary Interest – None**

**8. Adoption of the Past Minutes – December 21, 2023 Board meeting minutes**

Moved by Rita Beechey, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2024-002**

That the minutes of the December 21, 2023 Board meeting be adopted as amended.

**Carried.**

**16. Closed Session**

Moved by Nancy Rodrigues, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2024-003**

That the Georgina Public Library Board move into Closed Session at 7:07 p.m.

**Carried.**

1. Labour relations or employee negotiations, Section 16.1(4) of the Public Libraries Act

-Labour Market Review discussion

2. Review of Closed Session minutes

- September 21, 2023 meeting minutes

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

- Update on a staffing matter

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

- December 21, 2023 meeting minutes

Labour relations or employee negotiations, Section 16.1(4) of the Public Libraries Act

-Labour Market Review discussion

The CEO and Recording Secretary left the Closed Session prior to item #3 being reviewed.

3. Closed Session minutes to be reviewed separately

- October 19, 2023 meeting minutes

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

- CEO Performance Evaluation

- December 21, 2023 meeting minutes

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

- CEO Performance Evaluation

Moved by Rita Beechey, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2024-004**

That the Georgina Public Library Board reconvene into Open Session at 7:54 p.m.

**Carried.**

The Board reconvened into Open Session and made the following motions:

In regards to Closed Session item #1

Moved by Dave Neeson, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2024-005**

That the Board accept the recommendations as presented in regards to Closed Session item #1.

**Carried.**

In regards to Closed Session item #2

Moved by Nancy Rodrigues, Seconded by Madalyn Calzavara

**RESOLUTION NO. GLB-2024-006**

That the Closed Session meeting minutes of September 21, 2023 and December 21, 2023 be approved as presented.

**Carried.**

In regards to Closed Session item #3

Moved by Leslie Johnstone, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2024-007**

That the Closed Session meeting minutes of October 19, 2023 and December 21, 2023 be approved as presented.

**Carried.**

**9. Delegations/Speakers – None**

**10. Presentations – None**

**11. Consent Agenda**

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

Moved by Madalyn Calzavara, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2024-008**

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 continues on-schedule, as reported at the January 17, 2024 Council Meeting:
  - Working on deficiency list, final parts of construction small items
  - Training with staff on equipment
  - Balancing airflow and temperatures
  - Furniture started arriving last week; unpacking and assembling in progress
  - Delivery & installation of IT, phones, other technology is underway
  - No change to capital budget: \$50.2 million
- Grand Opening planned for March 2, 2024; details to follow

**PEOPLE & LEADERSHIP**

- Pam Hambley commenced her new role as Circulation Coordinator in mid-December
- In preparation for the opening of the Discovery Branch, several existing staff members will move into new roles in the coming weeks
- The external hiring process has commenced for the final vacancies to complete staffing for the Discovery Branch, as well as fill other vacancies that have resulted from internal hiring

## **COLLECTIONS & PROGRAMS**

- Several “one-off” and passive programs offered for children and families over the second week of the school break were very well received
- The Winter program session for Children & Youth started last week
- Details on March break and Spring Session programs at the Discovery Branch will be shared at the February 7, 2024 Town Council meeting

## **TECHNOLOGY**

- Town IT plans to install staff workstations at the Discovery branch next week
- Delivery of Maker Space equipment to the Discovery branch is planned to begin the week of January 29

### **b. Board Chair update (B. Sabatini)**

- The Board Chair has been meeting with the CEO regularly
- The Public Library Operating Grant (PLOG) was received at the end of December for the 2023 year, the Board Chair and CEO will go to the bank to transfer the funds to the Town's bank account

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

- The Friends last met on Monday night
- The Friends are working on planning for the Spelling Bee
- The Friends have approved supporting the Date With a Book program for the Library
- The Friends discussed purchasing plates for the kitchen in the new Discovery Branch
- The Friends are considering being a vendor at the Home Show to promote the Friends of the Library
- The Friends are hosting:
  - Euchre tournament on February 29
  - Earth Hour at the Keswick branch on March 23
- The Friends are almost out of Friends of the Library bags. They are considering changing logos, and having a logo contest before purchasing new bags

Moved by Madalyn Calzavara, Seconded by Nancy Rodrigues

**RESOLUTION NO. GLB-2024-009**

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

**Carried.**

**13. Old Business - None**

**14. New Business**

a. Closures for Staff Development Days

The CEO discussed the addition of closure for Staff Development Days to the Hours of Service policy.

b. Policy Review:

i. Hours of Service

Moved by Nancy Rodrigues, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2024-010**

That the Hours of Service policy amendments be accepted as amended commencing March 2024.

**Carried.**

ii. Supervision of Children

Moved by Nancy Rodrigues, Seconded by Rita Beechey

**RESOLUTION NO. GLB-2024-011**

That Supervision of Children policy be accepted as amended.

**Carried.**



**15. Other Business – None**

OLA SuperConference is coming up next week. M. Calzavara and A. Lavigne will be attending as Board members, as well as the CEO and a couple of staff members and managers.

**17. Next Meeting Date /Time**

February 15, 2024 at 7:00 p.m. – Zoom

**18. Adjournment**

Moved by Nancy Rodrigues, Seconded by Leslie Johnstone

**RESOLUTION NO. GLB-2024-012**

That the Georgina Public Library Board meeting of January 18, 2024 adjourn at 8:36 p.m.

**Carried.**



Board Chair



Recording Secretary