

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF MARCH 20, 2024 MEETING

A regular meeting of the Board was held in the Library commencing at 3:30 p.m.

PRESENT – BOARD – Deborah Watson, Chair; Catherine Allman; John Bard; Elaine Bremer; Helen Mallon; Gail McCorkell; Don McIsaac; Wanda Minnings; Whitney Smith; Mike Stahls

STAFF – Meagan Wilkinson, Acting Chief Executive Officer
Melissa Robertson, Director of Corporate & Operational Services
Kelli Absalom, Director of Information Services
Amy Lambertsen, Co-Ordinator of Circulation Services
Tina Chatten, Recorder

ABSENT - Meghan Edwards

CONVENING OF THE MEETING – D. Watson welcomed those in attendance and via Zoom, as well as M. Wilkinson to her new role as Acting CEO.

Land Acknowledgement Statement – D. Watson read the Library Board’s statement.

Call to Order – D. Watson called the meeting to order.

Approval of the Agenda

MOTION #2024:11

Moved by W. Minnings, seconded by D. McIsaac that the Orillia Public Library Board approve the Agenda of the March 20, 2024 meeting with the addition of item (c) under Correspondence from Kim Duncan, and Announcements from Board Members. CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – none

CONSENT AGENDA

M. Wilkinson introduced herself formally to the Board members outlining her tenure at the Library, and past experience prior to accepting the acting CEO position. She will be working in the split CEO/Children’s Director position until April.

M. Wilkinson also highlighted a busy month of programs including March Break programs attended by over 900 children and families who provided great feedback of their experiences.

M. Robertson reported that the Library received notification of a Simcoe County grant to be used to support at risk/unhoused individuals.

K. Absalom also reported that there was increased activity in the Makerspace during the March Break with excellent feedback received regarding the many projects made.

MOTION #2024:12

Moved by J. Bard, seconded by D. McIsaac that the Consent Agenda of the March 20, 2024 meeting be adopted with the addition of 3c) Correspondence from Kim Duncan pulled for discussion. CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Action Plan Update – The Board received and reviewed an updated overview of the Action Plan outlining the many accomplishments to date.

MOTION #2024:13

Moved by C. Allman, seconded by H. Mallon that the Orillia Public Library Board receives the March 2024 Action Plan Update. CARRIED

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – The financial statements for February 2024 were presented for Board review and discussion. It was noted that parking fees were moved to a different account within the budget which will make this account appear to be overspent for the year.

MOTION #2024:14

Moved by H. Mallon, seconded by C. Allman that the Orillia Public Library Board receives the February 2024 financial statements as presented. CARRIED

Policy Committee – New foundation policies were presented for review and discussion as recommended by Ontario Library Services to maintain consistency with other libraries, and are reformatted to be timeless.

MOTION #2024:15

Moved by D. Watson, seconded by W. Minnings that the Orillia Public Library Board adopt the following policies:

- *Intellectual Freedom Statement*
- *Mission Statement*
- *Statement of Values*
- *Vision Statement*

It is recommended that the Board rescind and replace the current Intellectual Freedom Statement 7.705:

The OPL provides children with open access to all information and facilities throughout the library by:

- a) Providing library service for children with the respect and consideration assured to all patrons.*
 - b) Ensuring that library procedures support the Children's Services Policy.*
 - c) Ensuring the public has access to policy statements.*
- CARRIED

NEW BUSINESS

Grant Writing Webinar – The City of Orillia is presenting a webinar on April 10 for staff or Board members interested in learning more about grant writing.

Announcements – C. Allman reported that she attended the Councillors Open House where questions were raised about eligibility to library memberships vs non-resident users. No change of policy was needed or requested, mainly for clarification.

IN CAMERA SESSION – Personnel

MOTION #2024:16

Moved by J. Bard, seconded by W. Minnings that the Orillia Public Library Board enter an in camera session at 4:10p.m. CARRIED

MOTION #2024:17

Moved by D. McIsaac, seconded by H. Mallon that the Orillia Public Library Board leave an in camera session at 4:22p.m. CARRIED

Adjournment at 4:26 p.m.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER