



**Guelph Public Library Board
Minutes
Tuesday September 15, 2020
Via Phone Conference**

Members: Scott Butler (Chair), Vivian Webb (Vice-Chair), Randalin Ellery (Vice-Chair), Lisa Maslove (Past-Chair), Aaron Blair, James Gordon, Getu Hailu, Anne MacKay, Katie Saunders, Danny Williamson

Staff: Steven Kraft (CEO), Dan Atkins (Director of Operations), Nancy Clarke (Director of Customer Service), Linda Cozzarin (Admin Assistant)

Regrets: Getu Hailu, Anne MacKay

Call to Order: S. Butler called meeting to order @ 5:38 pm

- S. Butler read the Territorial Acknowledgement.

Approval of agenda:

- S. Butler to add under New Business a verbal update on a possibility of a board retreat.

51:20	Moved:	K. Saunders	Seconded:	L. Maslove
	To accept the agenda as amended.			

Declaration of Pecuniary Interest: None

Consent Agenda: S. Butler

1. Adoption of Minutes of June 16, 2020
2. Correspondence
3. CEO's Report
4. Approval of Financial Statement
5. Service Utilization Report
6. City Memo re: 2021 – 2024

52:20	Moved:	J. Gordon	Seconded:	K. Saunders
	To accept the consent agenda as presented.			

Presentation & Reports:

1. 2021 – GPL Proposed Capital Budget – D. Atkins
 - D. Atkins reviewed in detail the proposed 2021 GPL Capital Budget.



- The current Budget and Forecast have been reviewed to ensure that, in principal, all projects proposed align with the overall goals of the Strategic Plan.
- The Guelph Public Library is requesting \$450,000 in Capital expenditures in 2021. The 2021 Capital Budget continues the work of the previous budget in moving toward a sustainable level of capital investment that focuses on achieving the Guelph Public Library vision of: “A thriving community. Created together.”
- Capital Budget will be presented to City Council November 17, 2020.
- Question and answer period followed.

A. Blair arrived @ 5:46 pm

53:20	Moved:	D. Williamson	Seconded:	R. Ellery
	To accept the 2021 – GPL Proposed Capital Budget as presented.			
				CARRIED

2. 2021 – GPL Proposed Operating Budget – D. Atkins
 - D. Atkins reviewed in detail the proposed 2021 GPL Operating Budget.
 - The library’s Operating Budget ensures that a balance exists between fiscal accountability and service demands.
 - The Guelph Public Library is requesting a 1.78% increase for 2021.
 - Operating Budget will be presented to City Council on November 17, 2020.
 - Question and answer period followed.

54:20	Moved:	J. Gordon	Seconded:	A. Blair
	To accept the 2021 – GPL Proposed Operating Budget as presented.			
				CARRIED

3. Executive Committee Report/Chair Report – S. Butler
 - Nothing to report at this time.
4. Library Engagement Summary Report, Guelph Public Library Public Engagement – New Central Library – Focus Group Meetings Summary Report and Guelph Public Library Public Engagement – Public Online Survey Report.
 - L. Maslove gave a brief overview of 3 reports for Board’s approval to post on the Public Website.
 1. Baker District Redevelopment - Library Engagement Summary, which has been led by the City and will follow the City’s Community Engagement Framework.



2. Guelph Public Library – Public Engagement – New Central Library – Focus Group Meetings Summary Report.

Purpose:

To hear from community groups and organizations in order to ensure all ideas and issues regarding the development of the programs, services, and spaces in the New Central Library and adjacent urban square are taken into consideration.

3. Guelph Public Library – Public Engagement – Public Online Survey Report.

Purpose:

The public engagement process for a New Central Library in the proposed Baker District Redevelopment, an online survey was developed and hosted on the City of Guelph website. Its purpose was to capture public feedback to ensure that the New Central Library delivers programs and services to best meet the needs of the community.

55:20	Moved:	L. Maslove	Seconded:	V. Webb
	To accept the Library Engagement Summary Report, New Central Library-Focus Group Meetings Summary Report and Public Online Survey Report. CARRIED			

5. External Affairs Committee Report – R. Ellery
 - Committee prepared for meeting with the City.
 - S. Kraft to circulate minutes.
6. Internal Affairs Committee Report – K. Saunders
 - K. Saunders, no longer chair of committee. New committee chair – Aaron Blair.
7. Governance Committee – V. Webb
 - Nothing to report at this time.
8. CEO Top of Mind – S. Kraft
 - S. Kraft concerned with the recent developments that have been in the papers, in regards to the Baker Street Redevelopment – New Main Library.
 - Wonderful good news story:
 - N. Clarke was contacted by the John Howard Society and Legal Aid to assist community members without access to the internet. GPL has purchased several tablets which allow members of the public to access virtual court services at the Guelph Public Library.



56:20	Moved:	D. Williamson	Seconded:	L. Maslove
	To accept the Top of Mind Report as presented. CARRIED			

9. Update New Central Library – S. Butler

- A lengthy discussion followed on the change of plans for the New Central Library and the Baker Street Development.
- The Library which was slated to be on the North Block of the development, is now to be a stand-alone building in the South Block on Baker Street near Quebec.
- Board members expressed their concerns on the recent development of the changes and requested that the city honour the following.
 - i. The Functional Plan developed for the Library.
 - ii. Public Engagement process related to this project.
- K. Saunders recommended 2 motions for board members to consider in order to move forward before City Council presentation on October 5, 2020.
- S. Butler encouraged board member to support City Council presentation on October 5, 2020.

57:20	Moved:	K. Saunders	Seconded:	A. Blair
	That the contract with the Peer Review team be extended to: Review and verify the critical function and design elements in past reports and designs and use results from the community engagement process to create a document to be used to evaluate the Plan B library design. CARRIED			

58:20	Moved:	K. Saunders	Seconded:	A. Blair
	That the contract with the Peer Review team be extended to: Review the schematic design of the “Plan B” library as it develops to ensure it meets our functional and program requirements and is informed by community engagement. CARRIED			

59:20	Moved:	K. Saunders	Seconded:	J. Gordon
	To extend the Board meeting past 7:30 pm. CARRIED			



New Business: S. Butler

1. MacKay put S. Butler in contact with Nneka Allen consultant from Essex County that does equity work for boards and also work on Capital Campaigns. Also provided contact information on structure of board retreats in regards to diversity. Possibility of a board retreat to be forthcoming.
2. R. Ellery reminded board members to finish filling out the board self-assessment as soon as possible. Will send out another link.

Unfinished Business: S. Butler

Next Meeting:

Tuesday, October 20, 2020 at 5:30 pm

Adjournment:

60:20	Moved:	A. Blair	Seconded:	
	That the GPL Board meeting of September 2020 be adjourned.			CARRIED

Meeting Adjourned at: 7:56 pm

Library Board Chair	Date

Library CEO (Board Secretary)	Date