



Guelph Public Library
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Guelph Public Library Board

Regular Monthly Meeting Minutes

Tuesday, December 15, 2020

Prepared by Barbara Powe

Members

Scott Butler (Chair)

James Gordon

Vivian Webb (Vice Chair)

Getu Hailu

Randalin Ellery (Vice Chair)

Anne MacKay

Lisa Maslove (Past Chair)

Katie Saunders

Aaron Blair

Danny Williamson

Staff

Steven Kraft (CEO)

Barbara Powe (Administrative Assistant)

Dan Atkins (Director of Operations)

Eleni Hughes (Manager, Bullfrog Mall branch)

Guests

Kerri Kightley

Regrets

Danny Williamson

Call to Order

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, Scott Butler, at 5:36 p.m. on Tuesday, December 15, 2020 via Webex. Steven Kraft, Secretary, was present.

The Chair read the Territorial Acknowledgement.

Approval of Agenda

A. Blair asked that item 4 of the consent agenda be pulled for discussion.

Motion 78.20:

J. Gordon moved to accept the agenda as amended. - Carried

Declaration of Pecuniary Interest

No declarations to report.

E. Hughes joined the meeting at 5:39 p.m.

Consent Agenda

1. Adoption of November 17, 2020 Minutes
2. Correspondence
3. CEO's Report
4. Operating Variance Report
5. Executive Committee/ Chair
6. External Affairs Committee
7. Internal Affairs Committee
8. Governance Committee

Consent Agenda was adopted with the exception of the Service Utilization Report which was pulled for further discussion.

Service Utilization Report

E-Books

A. Blair inquired about the performance of e-materials during Covid-19.

S. Kraft reported that the circulation of physical material is healthy, however, not what it used to be pre-pandemic.

D. Atkins reported that e-book use is up 60% since 2019.

Programming

G. Hailu inquired about virtual and in person programming numbers and plans for moving forward.

S. Kraft reported that the Library is only offering virtual programming, which explains the negative number for in person programming. October and November showed a spike in virtual programming attendance due to increased interest in the offerings. Until regulations surround Covid-19 change, the Library will offer only virtual programs.

D. Atkins reported that the Ministry of Tourism, Culture and Sport is working on how virtual programs will be counted. He will report back to the board next year.

D. Atkins also reported that the Library recognizes that virtual programs present a barrier for some patrons (i.e. access, inclusion, etc.). Once able to, there will be a return to in person programming.

A. MacKay joined the meeting at 5:45 p.m.

Motion 79.20:

A. Blair moved to receive the Service Utilization Report as presented for information. – Carried

Discussion followed.

Facilitated Planning Session

K. Kightley introduced herself to the Board and explained the process and outcome of the facilitation process for the 2021 Work Plan.

K. Saunders joined the meeting at 6:10 p.m.

The facilitation process consisted of:

1. GPL Strategic Plan
2. GPL Master Plan
3. Capital Fundraising Campaign
4. Communications Plan
5. Work Plan and Timeline
6. Next Steps

Discussion followed.

K. Kightley will provide the Board with a report summarizing the facilitation process.

New Business

V. Webb reminded members to complete the following items:

- | | |
|---|-------------------------|
| 1. CEO Evaluation | Due – December 18, 2020 |
| 2. Board Self-Evaluation | Due – January 18, 2021 |
| 3. Committee Annual Reports and Work Plan | Due – January, 2021 |

Unfinished Business

No unfinished business to report.

Next Meeting

Chair, S. Butler announced that the next Board meeting would be January 19, 2021 at 5:30 p.m.

Adjournment

Motion 80.20:

A. Blair moved to adjourn the Guelph Public Library meeting of December 2020. –
Carried

Meeting adjourned at 8:09 p.m.

Library Board Chair

Date

Library CEO (Board Secretary)

Date