



Guelph Public Library
Explore • Connect • Thrive

Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, April 24, 2023

Prepared by Barbara Powe

Members

Randalin Ellery (Chair)

Danny Williamson (Vice Chair) *

Scott Butler (Past Chair)

Renganathan Sadagoban

Vivian Webb

Alexandra Ortiz Carlsson

Bang Ly

Denise Rishworth

Clair Cowan

Candice Lepage

Councillor Rodrigo Goller*

Councillor Leanne Caron*

Councillor Carly Klassen

Staff

Steven Kraft (CEO)

Dan Atkins (Deputy CEO)

Michelle Campbell (Manager of Public Service)

Carolyn Elston-Ryder (Human Resources)

Rupinder Chatha (Project Manager)

Barbara Powe (Administrative Assistant) *

Guests

No guests to report.

Regrets

Scott Butler

Renganathan Sadagoban

*** Attended Virtually**

1 Call to Order

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, Randalin Ellery, at 6:00 p.m. on Monday, April 24, 2023. Steven Kraft, Secretary, was present.

1.1 First Nations Acknowledgement

D. Rishworth read the Territorial Acknowledgement.

1.2 Guelph Public Library Values

C. Cowan shared their GPL Values.

2 Approval of Agenda

A closed session was added as item 6.6.

Motion 24.23:

Moved by B. Ly

Seconded by C. Klassen

That the Agenda of the April 2023 Library Board meeting be approved as amended.

Carried

3 Apologies for Non-Attendance

Scott Butler

Renganathan Sadagoban

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

5.1 Adoption of March 2023 Minutes

5.2 Correspondence

5.3 CEO's Report

5.4 Service Utilization Scorecard

5.5 Service Capacity Scorecard

5.6 Operating Variance Report

D. Rishworth requested that the CEO's Report be pulled for discussion.

CEO's Report

D. Rishworth inquired whether the New Central Library plans were tied to the Guelph Culture plans.

S. Kraft reported that the City's Culture Plan is still in development. The Library will endeavor to support and parallel that plan once it's available.

A discussion followed.

Motion 25.23:

Moved by D. Rishworth

Seconded by B. Ly

That the Consent Agenda be approved as circulated.

Carried

6 Presentations & Reports

6.1 HR Review

C. Elston Ryder reported on the successes GPL had in 2022 and the plans for 2023.

6.1.1 Success in 2022

Recruitment & Retention

- Despite a challenging market place, Guelph Public library continues to attract and retain candidates.

Learning & Development

- All staff had the opportunity to attend the virtual Ontario Library conference.
- New health and safety training and information sharing to engage all employees – emergency training, patron boundaries and naloxone.
- New staff driven Engagement committee.

Internal Process

- Negotiation of new union contract.
- Roll out of new internal processes and tools including radios and new payroll system.

External Focus

- Active member of the Library Human Resources Groups as well and Human Resources Professional Association.

6.1.2 Looking Forward to 2023

Looking forward to revitalization of job descriptions and postings, refining the staffing model and internal processes.

Roll out of new training (staff development day) and staff recognition program.

GPL will be future proofing its workforce as we head to the New Central Library.

A discussion followed.

Motion 26.23:

Moved by C. Klassen

Seconded by C. Cowan

That the HR Review be approved as presented.

Carried

6.2 Library as a Safe Place Report

C. Elston Ryder reported that there was a spike in customer incidents this quarter due to repeated incidents involving trespassers.

A discussion followed.

Motion 27.23:

Moved by B. Ly

Seconded by C. Klassen

That the Library as a Safe Place Report be approved as presented.

6.3 New Central Library: Milestones Update

R. Chatha reported that construction activities have resumed to support the Baker District Redevelopment.

The Library ground-breaking is now scheduled for sometime in May 2023.

The GPL Project Team has shared the QR Codes on The Loop from the New Library Project Design Presentations done by the Architect (DSAI) at our Main Branch for our Valued Library Staff. The architect conducted these presentations on Wednesday, March 8th, 2023 in the Program Room at the Main Branch.

6.4 Friends of the Library Report

B. Ly reported that the Friends have made a \$1 million donation for the New Central Library.

There is a new Executive team for the Friends which include some former GPL Board Members.

2023's book sale will be held in September in the same location as the previous year.

A discussion followed.

6.5 OLS Board Assembly Report

Reported by R. Ellery as R. Sadagoban was absent.

R. Ellery reported that OLS has partnerships with CAMH and Centre for Equitable Library access that provide training for public library staff.

Training opportunities and resources for Board Members:

- Governance 101
- Governance Hub (librarygovernance.ca)
- Valuing Ontario Public Libraries Toolkit
- OLS Virtual Conference - For Board Members (Sept 28th)

Round Table Discussion

- Library acronyms
- Accommodations for patrons with allergies to service animals
- Drag story time protests and challenges
- Board recruitment and building diversity
- CEO evaluation
- Salary survey, and recruitment
- Friends group

A discussion Followed.

Action: R. Ellery to send follow up email with links to resources mentioned.

7 New Business

7.1 June Meeting Date

The June Board meeting will be held on Monday, June 19 at 6:00 p.m.

C. Lepage and A. Ortiz Carlsson swapped dates to present GPL values as A. Ortiz Carlsson will not be able to attend the June meeting.

7.2 Executive Report

R. Ellery reported that Executive discussed potential topics for the 2023 Board Retreat. More information will be provided during May's Board meeting.

7.3 Summer Activities

C. Klassen reported that the Downtown Guelph Business Association discussed activating the downtown during the summer at its most recent meeting. She thought it would be a good opportunity for GPL to consider opportunities as well.

7.4 Authority to Move into Closed Session

Motion 28.23:

Moved by C. Klassen

Seconded by B. Ly

That the Guelph Public Library Board now hold a meeting that is closed to the public pursuant to:

The Public Libraries Act, Section 16.1(4) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(b) personal matters about an identifiable individual.

Carried

The meeting was moved in-camera at 6:52 p.m.

A motion for course of action was proposed. – **Motion IC.1.23**

The meeting was moved out of in-camera at 7:12 p.m. – **Motion IC.2.23**

8 Unfinished Business

Nothing to report.

9 Next Meeting

Chair, R. Ellery announced that the next Board meeting would be Monday, May 29 at 6:00 p.m.

10 Adjournment

Motion 29.23:

Moved by B. Ly

Seconded by A. Ortiz Carlsson

That the Guelph Public Library meeting of April 2023 be adjourned.

Carried

Meeting adjourned at 7:13 p.m.

Library Board Chair **Date**

Library CEO (Board Secretary) **Date**