



**Guelph Public Library**  
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## **Guelph Public Library Board**

### **Regular Monthly Meeting Minutes**

**Tuesday, February 21, 2023**

**Prepared by Robin Foster**

#### **Members**

Randalin Ellery (Chair)

Bang Ly

Danny Williamson (Vice Chair)\*

Denise Rishworth

Renganathan Sadagoban

Claire Cowan

Vivian Webb

Candice Lepage\*

Alexandra Ortiz Carlsson

Councillor Rodrigo Goller

Councillor Leanne Caron\*

#### **Staff**

Steven Kraft (CEO)

Carolyn Elston-Ryder (Human Resources)

Dan Atkins (Deputy CEO)

Meg Forestell-Page (Community Engagement)

Michelle Campbell (Manager of Public Service)

Robin Foster (Financial Administrator)

Rupinder Chatha (Project Manager)

#### **Guests**

No guests to report

#### **Regrets**

Scott Butler (Past Chair)

Councillor Carly Klassen

\*attended virtually

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## **1 Call to Order**

The meeting of the Guelph Public Library Board was called to order by the Chair, Randalin Ellery, at 5:32 p.m. on Tuesday, February 21, 2023. Steven Kraft, Secretary, was present.

### **1.1 First Nations Acknowledgement**

Randalin Ellery read the Territorial Acknowledgement.

### **1.2 Guelph Public Library Values**

Renganathan Sadagoban shared their GPL Values.

### **1.3 Board Member Introductions**

Alexandra Ortis Carlsson introduced themselves as a new Board member.

## **2 Approval of Agenda**

### **Motion 7.23:**

Moved by Vivian Webb

Seconded by Candice LePage

That the Agenda of the February 2023 hybrid Library Board meeting be approved as circulated.

**Carried**

## **3 Apologies for Non-Attendance**

Scott Butler (Past Chair)

Councillor Carly Klassen

## **4 Declaration of Pecuniary Interest**

No declarations to report.

## **5 Consent Agenda**

### **5.1 Adoption of January 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**

### **5.7 HR Scorecard and Review**

### **5.8 2023-2024 Strategic Directions for Guelph Public Library**

D. Rishworth requested that the Service Capacity Scorecard be pulled for discussion.

R. Goller requested that the HR Scorecard and Review be pulled for further discussion.

#### **Service Capacity Scorecard**

D. Rishworth inquired further about how/why program capacity is at 100% and intentions to continue to meet the demands of digital borrowing.

D. Atkins elaborated on staff, and accessible facility restrictions preventing in-person programming from being scaled up at this time. The digital task force is actively monitoring usage trends, and determining the best allocation of our investments to meet demand.

#### **HR Scorecard and Review**

R. Goller inquired further about how many grievances were included within the 0% resolved statistic. C. Elston-Ryder elaborated that no grievances were raised within the report period.

#### **Motion 8.23:**

Moved by Claire Cowan

Seconded by Bang Ly

That the Consent Agenda be approved as circulated.

**Carried**

## **6 Presentations & Reports**

### **6.1 Election of the 2023 Board**

#### **Motion 9.23:**

Moved by Danny Williamson

Seconded by Claire Cowan

That Randalin Ellery be approved as Board Chair.

**Carried**

#### **Motion 10.23:**

Moved by Randalin Ellery

Seconded by Renganathan Sadagoban

That Danny Williamson and Vivian Webb be approved as Board Co-Vice Chairs.

**Carried**

#### **Motion 11.23:**

Moved by Randalin Ellery

Seconded by Vivian Webb

That Steven Kraft be approved as Board Secretary, and Dan Atkins be approved as Board Treasurer.

**Carried**

#### **6.1.1 Governance Committee Member Call-Out**

Committee members requested. Reach out to Vivian Webb to express interest.

#### **6.1.2 Friends of the Library Representative Call-Out**

Volunteer representative requested. Interest expressed by Bang Ly.

#### **6.1.3 Ontario Library Association Representative Call-Out**

Volunteer representative requested. Interest expressed by Renganathan Sadagoban.

### **6.2 New Central Library Report**

C. Cowan inquired regarding the investigation of alternate funding sources and S. Kraft confirmed the City is taking the lead on sourcing possible grants.

Discussion regarding process for commemorating the history of the land followed.

**Motion 12.23:**

Moved by Renganathan Sadagoban

Seconded by Denise Rishworth

That the New Central Library Report be approved as circulated.

**Carried**

**6.3 2022 Annual Review**

D. Atkins provided a deeper review of metrics related to patronage, circulation, collection use, services, and a summary of the economic impact provided to the community through GPL in 2022.

Discussion regarding future applications for economic impact metrics.

**Motion 13.23:**

Moved by Bang Ly

Seconded by Renganathan Sadagoban

That the 2022 Annual Review be approved as circulated.

**Carried**

**6.4 2022 Year in Review**

**Motion 14.23:**

Moved by Bang Ly

Seconded by Denise Rishworth

That the 2022 Year in Review be approved as circulated.

**Carried**

**6.5 CEO's 2023 Work Plan**

**Motion 15.23:**

Moved by Bang Ly

Seconded by Alexandra Ortiz Carlsson

That the CEO's 2023 Work Plan be approved as circulated.

**Carried**

## **7 New Business**

### **7.1 Executive Chair Report**

Presented by Randalin Ellery.

### **7.2 Guelph Public Library is 140**

Representing the first free public library in Ontario, established in February 1883, mere hours before the Toronto Public Library.

### **7.3 New Central Library Ground Breaking**

Event to take place in April 2023.

### **7.4 Board Member Transition Supports**

Alexandra Ortiz Carlsson requested the sharing of tools to aid transitioning into a Board member role, such as contact list, glossary of terminology, and organizational chart of roles.

## **8 Unfinished Business**

Nothing to report.

## **9 Next Meeting**

Future meetings to be scheduled the last Monday of each month. Revised invitations to be distributed to Board Members.

Next meeting: Monday, March 27, 2023 from 6:00-8:00pm.

## **10 Adjournment**

### **Motion 16.23:**

Moved by Danny Williamson

Seconded by Alexandra Ortiz Carlsson

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

**Carried**

Meeting adjourned at 7:18 p.m.

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**Library Board Chair**

**Date**

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**Library CEO (Board Secretary)**

**Date**