



Guelph Public Library
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Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, March 27, 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)

Andrew Kwan (Manager of Information Technology)

Samantha Wellhauser-Bells (MBA Branch Supervisor)

Meg Forestell-Page (Virtual Branch Supervisor)

Barbara Powe (Administrative Assistant)

Guests

No guests to report.

Regrets

Vivian Webb

Clair Cowan

Renganathan Sadagoban

Scott Butler

1 Call to Order

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, R. Ellery, at 6:04 p.m. on Monday, March 27, 2023. Steven Kraft, Secretary, was present.

1.1 First Nations Acknowledgement

R. Ellery read the Territorial Acknowledgement.

1.2 Guelph Public Library Values

L. Caron shared their GPL Values.

2 Approval of Agenda

Motion 17.23:

Moved by B. Ly

Seconded by R. Goller

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

Carried

3 Apologies for Non-Attendance

Vivian Webb

Clair Cowan

Renganathan Sadagoban

Scott Butler

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

5.1 Adoption of February 2023 Minutes

5.2 Correspondence

5.3 CEO's Report

5.4 Service Utilization Scorecard Report

5.5 Service Capacity Scorecard Report

5.6 Operating Variance Report

Motion 18.23:

Moved by C. Lepage

Seconded by D. Rishworth

That the Consent Agenda be approved as circulated.

Carried

6 Presentations & Reports

6.1 IT Annual Report

A. Kwan gave a presentation outlining:

1. IT Customer Support Success: 2022 Highlights and Accomplishments
2. Cybersecurity Awareness Training: Risk Management at GPL
3. Projects for 2023: Brief Overview of Projects for 2023

A discussion followed.

Motion 19.23:

Moved by B. Ly

Seconded by C. Klassen

That the IT Annual Report be approved as presented.

6.2 2022 Preliminary Year End Variance Report

D. Atkins reported on the 2022 year-end operating results. He noted that the preliminary 2022 operating surplus of the Guelph Public Library is \$141,358 and represents a positive 1.3% variance to the full year operating budget.

D. Atkins reported that the Guelph Public Library Board will receive a full financial report including Operating, Capital and Reserve Balance in July when the yearly audit has been completed.

A discussion followed.

Motion 20.23:

Moved by R. Goller

Seconded by L. Caron

That the 2022 Preliminary Year End Variance Report be approved as presented.

6.3 Central Library Update

R. Chatha reported that Windmill has applied to the city to lift the H (Holding Provisions). Planning will take few weeks to review this application and prepare a By-law for the City's Council to review.

QR codes have been created for the public to view a 3D presentation of the New Central Library.

A discussion followed.

Motion 21.23:

Moved by C. Lepage

Seconded by L. Caron

That the Central Library Update Report be approved as presented.

6.4 Partnerships Update

S. Wellhauser-Bells and M. Forestell-Page reported that creating partnerships that align to the library's aspirations and responsibilities to the community can be difficult to navigate. However, once a partnership is properly developed, the benefits to both the library and to the community we serve is notable. Consistently evaluating these relationships is a vital aspect to maintaining the integrity of each partnership.

S. Wellhauser-Bells and M. Forestell-Page gave an overview of GPL's current external partnerships.

A discussion followed.

Motion 22.23:

Moved by A. O. Carlsson

Seconded by B. Ly

That the Partnership Update be approved as presented.

7 New Business

7.1 Board Retreat/ Training

Last years Board Retreat focused on intellectual freedom and was held virtually.

Action: Board members to reach out with topics of interest for this year's retreat.

A discussion followed.

7.2 June Meeting Date

The Executive Committee is proposing June 19th for the meeting.

Action: B. Powe to send out Doodle Poll to Board members for June's meeting date.

7.3 Governance Update

R. Ellery noted that the Governance Committee is still looking for members to join. The Committee currently consists of B. Ly and V. Webb.

Action: Interested members to reach out to R. Ellery about joining the Committee.

7.4 CEO's 40 Years

The Board presented S. Kraft with a token commemorating his 40 years of service with the Guelph Public Library.

8 Unfinished Business

Nothing to report.

9 Next Meeting

Chair, R. Ellery announced that the next Board meeting would be Monday, April 24th at 6:00 p.m.

10 Adjournment

Motion 23.23:

Moved by C. Klassen

Seconded by B. Ly

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

Carried

Meeting adjourned at 7:13 p.m.

Library Board Chair

Date

Library CEO (Board Secretary)

Date