



Guelph Public Library

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Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, November 27, 2023

Prepared by Barbara Powe

Members

Randalin Ellery (Chair)

Danny Williamson (Vice Chair)

Renganathan Sadagoban

Vivian Webb

Alexandra Ortiz Carlsson*

Bang Ly

Denise Rishworth

Claire 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

Celeste Bannon Waterman (Partner KCI Philanthropy)

Regrets

Randalin Ellery

Denise Rishworth

Councillor Rodrigo Goller

Councillor Carly Klassen

***Attended Virtually**

1 Call to Order

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

1.1 First Nations Acknowledgement

R. Sadagoban read the Territorial Acknowledgement.

1.2 Guelph Public Library Values

V. Webb shared their GPL Values.

2 Approval of Agenda

C. Cowan requested that the spelling of her name be corrected to 'Claire'.

Motion 58.23:

Moved by B. Ly

Seconded by C. Lepage

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

Carried

3 Apologies for Non-Attendance

Randalin Ellery

Denise Rishworth

Councillor Rodrigo Goller

Councillor Carly Klassen

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

5.1 Adoption of October 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

5.7 New Central Library - Milestones Update

D. Williamson requested that item 5.7 New Central Library – Milestones Update be pulled and moved to item 6.0 under Presentations and Reports.

Motion 59.23:

Moved by B. Ly

Seconded by V. Webb

That the Consent Agenda be approved as amended.

Carried

6 Presentations & Reports

6.0 Campaign Advisory Committee: Roles & Responsibilities

S. Kraft gave a brief overview of what the Campaign Advisory Committee does.

Members include:

Steven Kraft

Kirsten Bester

Celeste Bannon Waterman (Partner KCI Philanthropy)

Peter Barrow (Chair Board of Trustees, The Elliott Community, Former President of Petrona Associates Ltd., Barrow Communications Ltd.)

Branda Elliott (Former politician in Ontario)

Kathryn Elton (Retired from a career in fundraising, management, and communications)

Mike Hryn (Portfolio Manager, Investment Advisors at Richardson Wealth)

Curtis Tomlinson (Corporate/Commercial at Smith Valeriote Law)

Motion 60.23:

Moved by A. Ortiz Carlsson

Seconded by L. Caron

That the Campaign Advisory Committee: Roles & Responsibilities report be accepted as presented.

Carried

6.1 Fundraising Committee Update

V. Webb gave an overview of her first Committee meeting. She reported that all the members are enthusiastic about the campaign.

Motion 61.23:

Moved by C. Lepage

Seconded by R. Sadagoban

That the Fundraising Committee Update report be accepted as presented.

Carried

6.2 New Central Library - Fundraising Campaign Update

C. Bannon Waterman reported that she has been working with the Library and KCI to plan and get the ball rolling for the New Central Library Campaign. C. Bannon Waterman updated the Board on the progress of the campaign. She reported that currently, donors are primarily being asked to support the Campaign overall (i.e. undesignated gifts) to enable maximum flexibility. Funds raised will be directed to the core priorities below:

- Archives
- Community Spaces
- Makerspace
- Undesignated for Resources & Future Investments

A discussion followed.

C. Bannon Waterman reported that an FAQ document will be shared with the Board before the campaign begins. It will provide Board members with helpful tips and answers to questions from the public.

Motion 62.23:

Moved by B. Ly

Seconded by A. Ortiz Carlsson

That the Fundraising Campaign Update report be accepted as presented.

Carried

D. Williamson requested that item 6.6 2024 Library Vision be merged with item 6.5 Board Workplan.

6.3 2024 Staff Workplan Overview

S. Kraft discussed Staff's plans for 2024 which are based on the strategic goals. Board members will be given a wrap up of the 2023 workplan and the opportunity to provide input during the January Board meeting.

A discussion followed.

Motion 63.23:

Moved by R. Sadagoban

Seconded by C. Lepage

That the 2024 Staff Workplan Overview report be accepted as presented.

6.4 Board Workplan

V. Webb reported that the current Board Work Plan is outdated. She noted that it is an opportunity to discuss the intended outcomes for the workplan items.

Discussion followed about items to include for 2024.

Action: D. Williamson to send out Board Self-Evaluation in the coming weeks.

Motion 64.23:

Moved by B. Ly

Seconded by R. Sadagoban

That the Board Work Plan report be accepted as presented.

7 Authority to Move into Closed Session

Motion 65.23:

Moved by L. Caron

Seconded by C. Lepage

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,

(d) labour relations or employee negotiations

Carried

The meeting was moved in-camera at 7:15 p.m.

A motion to approve the agenda carried. – **Motion IC.19.23**

A motion to approve the consent agenda carried. – **Motion IC.20.23**

A motion to adopt the HR Score Card Report carried. – **Motion IC.21.23**

The meeting was moved out of in-camera at 7:25 p.m. – **Motion IC.22.23**

8 New Business

8.1 Friends of the Library Representative

D. Williamson inquired about member's interest to be a representative for the Friends of the Library. He asked that any interested member reach out to either him or R. Ellery.

Action: Executive Committee to discuss appointing a new member to the Friends of the Library.

9 Unfinished Business

Nothing to report.

10 Next Meeting

Vice Chair, Danny Williamson announced that the next Board meeting would be Monday, January 29, 2024 at 6:00 p.m.

11 Adjournment

Motion 57.23:

Moved by B. Ly

Seconded by A. Ortiz Carlsson

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

Carried

Meeting adjourned at 7:22 p.m.

Library Board Chair

Date

Library CEO (Board Secretary)

Date