



Guelph Public Library
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Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, May 27, 2024

Prepared by Barbara Powe, Administrative Assistant

Members

Danny Williamson (Chair)

Denise Rishworth*

Randalin Ellery (Past Chair)

Claire Cowan

Vivian Webb (Vice Chair)

Candice Lepage

Alexandra Ortiz Carlsson (Vice Chair)

Councillor Rodrigo Goller

Renganathan Sadagoban

Councillor Leanne Caron

Bang Ly

Councillor Carly Klassen

Staff

Dan Atkins (Acting CEO)

Meg Forestell (Manager of Community Engagement)

Michelle Campbell (Manager of Public Service)

Barbara Powe (Administrative Assistant)

Carolyn Elston-Ryder (Human Resources)

Samantha Wellhauser-Bells (Main Branch Supervisor)

Guests

Corinne Maloney (Grinham Architects)

Regrets

Vivian Webb

Carly Klassen

Bang Ly

***Attended Virtually**

1 Call to Order

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, Danny Williamson, at 6:03 p.m. on Monday, May 27, 2024. Dan Atkins, Secretary, was present.

D. Williamson shared some correspondence with the Board.

1.1 First Nations Acknowledgement

C. Lepage read the Territorial Acknowledgement.

1.2 Guelph Public Library Values

R. Goller shared their GPL Values.

2 Approval of Agenda

Motion 38.24:

Moved by A. Ortiz Carlsson

Seconded by C. Lepage

That the Agenda of the May Library Board meeting be approved as circulated

Carried

3 Apologies for Non-Attendance

Vivian Webb

Carly Klassen

Bang Ly

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

- 5.1 Adoption of April 2024 Minutes**
- 5.2 Correspondence**
- 5.3 Acting CEO's Report**
- 5.4 Service Utilization Scorecard Report**
- 5.5 Service Capacity Scorecard Report**
- 5.6 Operating Variance Report**
- 5.7 100 Norfolk Property – Preliminary Report**
- 5.8 New Central Library - Milestones Update**

R. Goller requested that item 5.8 be pulled for discussion.

D. Rishworth requested that item 5.7 be pulled for discussion.

The chair noted that the pulled items will be discussed after the Closed Session.

Motion 39.24:

Moved by C. Cowan

Seconded by L. Caron

That the Consent Agenda be approved as amended.

Carried

6 Presentations & Reports

6.1 Facilities Master Plan – Phase 1

C. Maloney gave an overview of the work Grinham Architects have been doing with the Library. She reported that after analysis, a full Master Plan report has been drafted for each branch. She went through the details of what the reports cover for the Bullfrog Mall Branch.

A question-and-answer period followed.

D. Atkins reported that once the plan has been approved by the Board, the next step is to incorporate it into the Branches ten-year capital budget.

A discussion followed.

Motion 40.24:

Moved by R. Goller

Seconded by A. Ortiz Carlsson

That the Guelph Public Library Board defer receiving the Facilities Master Plan – Phase 1 Report until detailed Branch reports are reviewed by Board members.

Carried

Motion 41.24:

Moved by R. Sadagoban

Seconded by C. Cowan

That the Guelph Public Library direct staff to distribute the entire Facilities Master Plan – Phase 1 report to the Board.

Carried

6.2 Main Branch – Harm Reduction

S. Wellhauser-Bells gave an overview of the harm reduction strategies the Guelph Public Library has been implementing over the last couple of years.

She noted that the initiatives align with Guelph Public Library's strategic goal – Working Together to Build a Resilient Community.

Affiliated Service Providers:

- Welcoming Streets
- Traverse
- Stonehenge
- Royal City Mission
- Hope House
- City of Guelph By-Law
- Guelph Police Downtown Liaison Officer

GPL staff meet bi-weekly with service providers to discuss successes and struggles.

The following tools and trainings have also been implemented to assist with the ongoing initiatives:

- BRAVE Sensors
- Naloxone Training
- Trauma Training
- Wellness Supplies
- Wellington-Guelph Health and Housing Symposium
- Outreach Nurse

A discussion followed.

Motion 42.24:

Moved by C. Cowan

Seconded by R. Goller

That the Guelph Public Library Board receive the Main Branch – Harm Reduction report for information.

Carried

6.3 Committee Projects Submissions (\$25,000+)

Nothing to report.

6.4 CEO Recruitment Update

D. Williamson reported that Ward & Uptigrove have been awarded the contract. A kick-off meeting will be held soon, and the Board will be provided with more information in June.

7 Authority to Move into Closed Session

Motion 43.24:

Moved by R. Goller

Seconded by L. Caron

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 7:23 p.m.

A motion to approve the agenda carried. – **Motion IC.24.24**

A motion to approve the consent agenda carried. – **Motion IC.25.24**

A motion to receive the Human Resources Scorecard carried. – **Motion IC.26.24**

A motion directing Staff to follow actions presented by the Board carried. – **Motion IC.27.24**

The meeting was moved out of in-camera at 8:01 p.m.

8 Presentations and Reports Continued

8.4 100 Norfolk Property – Preliminary Report

D. Rishworth noted that the Board should start having conversations about the parameters for securing a sales agent.

A discussion followed.

Motion 44.24:

Moved by D. Rishworth

Seconded by C. Lepage

That the Guelph Public Library Board direct the 100 Norfolk Property Committee to recommend parameters for selecting a sale agent and present to the Board in October.

D. Rishworth inquired about the progression of the lease/ ownership agreement.

D. Atkins reported that negotiations are still on-going, and no decisions have been made yet.

Motion 45.24:

Moved by C. Cowan

Seconded by A. Ortiz Carlsson

That the Guelph Public Library Board receive the 100 Norfolk Property – Preliminary Report for information.

Carried

8.5 New Central Library – Milestones Update

R. Goller inquired about the status of the project.

D. Atkins reported that that project is on-time and on-budget.

A discussion followed.

Motion 46.24:

Moved by L. Caron

Seconded by R. Goller

That the Guelph Public Library Board continue to receive the New Central Library – Milestones Update monthly via the consent agenda and a quarterly presentation going forward.

Carried

9 New Business

Nothing to report.

10 Unfinished Business

Nothing to report.

11 Next Meeting

Chair, Danny Williamson announced that the next Board meeting would be Monday, June 24, 2024 at 6:00 p.m.

12 Adjournment

Motion 47.24:

Moved by R. Goller

Seconded by B. Ly

That the Guelph Public Library meeting of May 2024 be adjourned.

Carried

Meeting adjourned at 8:05 p.m.

Library Board Chair

Date

Library CEO (Board Secretary)

Date