



**Guelph Public Library Board  
Minutes  
Tuesday February 19, 2019  
Main Branch Programming Room**

**Members:** Lisa Maslove (Chair), Scott Butler (Vice-Chair), Aaron Blair, Randalin Ellery, James Gordon, Getu Hailu, Anne MacKay, Gertrude Robinson, Katie Saunders, Vivian Webb, Danny Williamson

**Staff:** Steven Kraft (CEO), Dan Atkins (Director of Operations), Nancy Clarke (Director of Customer Service), Linda Cozzarin (Admin Assistant), Karen Cafarella (Community Outreach Supervisor)

**Guest:** Martin Jewitt (Program Manager Portfolio Development), Tara Baker (GM Finance – City Treasurer), Greg Clark (CMA – Manager Financial Strategy), Carol McMullenn – Wellington Water Watchers

**Regrets:** Scott Butler, Aaron Blair

1. Call to Order: L. Maslove called meeting to order @ 5:30 pm
  - ✓ L. Maslove read the Territorial Acknowledgement.
  - ✓ L. Maslove welcomed guests.
  
2. Approval of agenda:
  - ✓ Amended the agenda to defer the Annual Work Plan to March Board Meeting.

08 19	<b>Moved:</b>	G. Robinson	<b>Seconded:</b>	G. Hailu
	To accept the amended agenda as presented.			<b>CARRIED</b>

3. Declaration of Pecuniary Interest: None
  
4. Consent Agenda: L. Maslove
  - 1) Adoption of Minutes of the January 2019 meeting.
  - 2) Correspondence
  - 3) CEO's Report
  - 4) Annual Review – Bullfrog/Bookmobile
  - 5) Annual Review – Main Library
  - 6) Annual Work Plan
  - 7) Approval of Financial Statements
  - 8) Invizij
  - 9) Phase Two Engagement Update

09.19	<b>Moved:</b>	A.MacKay	<b>Seconded:</b>	K. Saunders
	To accept the consent agenda as presented. <b>CARRIED</b>			

- Presentation & Reports

- Wellington Water Watchers – C. McMullen
  - C. McMullen presented a brief rationale for the urgent need for all City organizations to help reduce plastic waste by encouraging patrons to use refillable water bottles, rather than one-time disposable plastic water bottles.
  - C. McMullen requested that the library post signs asking patrons to use refillable water bottles.
  - S. Kraft and staff to develop some options to promote this project.

10.19	<b>Moved:</b>	J. Gordon	<b>Seconded:</b>	K. Saunders
	To Direct the CEO and staff to develop options. <b>CARRIED</b>			

- New Central Library Funding – T. Baker and G. Clark
  - T. Baker and G. Clark reviewed and outlined the background information on development charges and why they are important.
  - Reviewed the GPL service standard and capital cost projections, along with the funding breakdown of the main library.
  - What are our Next Steps?
    - ✓ GPL Board to provide City with total amount of funding.
    - ✓ To actively seek grants from other levels of government.
    - ✓ City and GPL staff work with Windmill to analyze and recommend final ownership model to GPL Board and City Council.
    - ✓ Question & Answer period followed.
- Top of Mind – S. Kraft
  - Thank you to the Board for their support on our Love Week program.

11:19	<b>Moved:</b>	D. Williamson	<b>Seconded:</b>	G. Hailu
	To accept the Top of Mind Report as presented. <b>CARRIED</b>			

➤ Chair Person Report – L. Maslove

- L. Maslove thanked S. Kraft for presenting the Library Budget to the City on the Board's behalf.
- Thank you to all who contributed to the OLA Conference report.
- Would like the support of City Council to recommend that Provincial Support for Library Funding be increased.

12:19	<b>Moved:</b>	K. Saunders	<b>Seconded:</b>	G. Robinson
	To accept the Chair Person Report as presented. <b>CARRIED</b>			

➤ External Affairs Update – A. MacKay

- Committee to analyze all service clubs and build a case. Committee to bring a report back to the Board in March.

➤ Internal Affairs Update – K. Saunders

- Committee to finalize its annual plan and once other committees have done theirs, internal affairs committee will collate all plans.
- Chairs of each committee to send their report to K. Saunders before next board meeting.

➤ Governance Update – V. Webb

- V. Webb recommended that all board members have a look at the Governance section on the SOLS Website.
- V. Webb to send the Board Self-Evaluation Questionnaire to board members. Board members to complete it for the March Board meeting.

**Notice of Motion: Re Bylaws B2 & B3**

- V. Webb gave brief background on the pros and cons of two Vice-Chairs.
- To Amend Bylaws B2 & B3 to reflect two Vice-Chairs.
- Anyone interested in being Co Vice-Chair, speak to K. Saunders.

13:19	<b>Moved:</b>	A.MacKay	<b>Seconded:</b>	V. Webb
	To accept the Notice of Motion as presented. <b>CARRIED</b>			

- SOLS Update – K. Saunders
  - K, Saunders gave an update on the SOLS Newsletter and asked board members to participate in some of the webinars on their website.
  - Board members encouraged to come to the Governance Best Practices workshop at the Guelph Public Library Saturday April 6, 2019 from 10 am to 1 pm.
  - K. Saunders requested that one library staff member to do training on – “The Librarian’s Guide to Homelessness.”
- New Business – None.
- Unfinished Business – L. Maslove
  - ❖ Committee of the Whole/In Camera
    - CEO Performance Review

14:19	<b>Moved:</b>	G. Hailu	<b>Seconded:</b>	D. Williamson
	To extend February Board meeting past 7:30 pm. <b>CARRIED</b>			

Moved in Camera at 7:25 pm. All staff and guests were excused.

15:19	<b>Moved:</b>	A.MacKay	<b>Seconded:</b>	D. Williamson
	To move in camera <b>CARRIED</b>			

16:19	<b>Moved:</b>	D. Williamson	<b>Seconded:</b>	G. Robinson
	To accept the CEO Performance Review as presented. <b>CARRIED</b>			

17:19	<b>Moved:</b>	R. Ellery	<b>Seconded:</b>	G. Hailu
	To move out of in camera. <b>CARRIED</b>			

- Next Meeting:  
     ↓ Tuesday March 19, 2019 at 5:30 pm

- Adjournment:

18:19	<b>Moved:</b>	G. Hailu	<b>Seconded:</b>	
	That the GPL Board meeting of February 2019 be adjourned. <b>CARRIED</b>			

Meeting adjourned at 7:50 pm

<b>Library Board Chair</b>	<b>Date</b>

<b>Library CEO (Board Secretary)</b>	<b>Date</b>