



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

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

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

**Absent:** V. Webb

1. Call to Order: L. Maslove called meeting to order @ 5:30 pm
  - N. Clarke read the Territorial Acknowledgement in French.
2. Approval of agenda:

65:19	<b>Moved:</b>	A.MacKay	<b>Seconded:</b>	G. Hailu
	To accept the agenda as presented.		<b>CARRIED</b>	

3. Declaration of Pecuniary Interest: None

4. Consent Agenda: L. Maslove
  - 1) Adoption of Minutes of the November 2019 meeting.
  - 2) Correspondence
  - 3) CEO's Report
  - 4) Approval of Financial Statements
  - 5) Chair Person Report
  - 6) SOLS report

66:19	<b>Moved:</b>	A,MacKay	<b>Seconded:</b>	D. Williamson
	To accept the consent agenda as presented.		<b>CARRIED</b>	

## 5. Presentation & Reports

- External Committee Report
  - No update at this time.
  
- Internal Affairs Report
  - Financial Performance Q3 - D. Atkins  
K. Saunders contact other committee chairs to update any outstanding plans in order to best prepare for committees plans for the upcoming year.
  - Financial Performance Q3 YR/YR
    - ✓ D. Atkins explained how the scorecard works.
    - ✓ Board to vote next month on the balanced scorecard replacing the revenue graph.
  
  - Service Utilization
    - ✓ The service utilization scorecard will replace the monthly circulation statistics report.
    - ✓ Question and answer period followed on the pros and cons and how best to utilize the service.
  
- Governance Committee – G. Hailu  
Notion of Motion
  - ✦ To amend Bylaws and Governance Policies

67.19	<b>Moved:</b>	K. Saunders	<b>Seconded:</b>	G. Robinson
	To accept Bylaw B-2 – Board Composition. To reflect two Vice-Chairs on the Board. <b>CARRIED</b>			

Governance committee to review Bylaw B – 3 which now reflects the Terms of Reference of Officers.

- ✓ Bylaw was not passed by the Board. Committee to bring New amended Bylaw in the New Year.

Board members rejected the Policy BC-G-6 Board Job Descriptions and Duties, Duty of Loyalty and Duty of Care.

Discussion followed on the responsibilities of the Chair and 2 Vice-Chairs.

Governance committee will review and bring a motion forward in the New Year and will do a full governance policy review in 2020.

➤ Central Library Update – Report from Central Library Building Co. – R. Ellery reported:

- ✓ Meeting with stakeholders: Conversation with partners very positive.
- ✓ Guelph Community Health Centre gave their thoughts on the impact that the library will have on them and the positive relationships going forward.
- ✓ DGBA – talked about the Baker District has a whole. Would like to see other institutions partake in the downtown project.
- ✓ S. Kraft and D. Atkins looking into an RFP for a Fundraising for feasibility study. S. Kraft to provide more details in the New Year.
- ✓ Steering committee to guide the Board in how best to communicate with stakeholders.
- ✓

➤ CEO - Top of Mind - S. Kraft

- A. MacKay complimented K. Bester on the new donor letter.
- Peer review team, interviewed 3 consulting teams with DPAI Architecture Inc. being selected into leading our New Central Library Project.
- Official kickoff with DPAI Wednesday November 26. If board members have any questions or suggestions please let S. Kraft know, so he can bring them to the team. DPAI to share monthly reports.
- Board members would like to receive documents on the board portal link.

68.19	<b>Moved:</b>	A. Blair	<b>Seconded:</b>	R. Ellery
	To accept the Top of Mind Report as presented. <b>CARRIED</b>			

➤ Report – Intellectual Freedom Foundation Policy

- Libraries have traditionally been committed to freedom of expression access to information.
- Libraries have a basic responsibility for the development and maintenance of intellectual freedom.
- Discussion about a recent controversial decision by the TPL to allow writer and editor Megan Murphy to speak at an event being held at the library. A question and answer period followed.
- Board will accept the recommendation of S. Kraft who will re-visit the room rental policy.

69:19	<b>Moved:</b>	J. Gordon	<b>Seconded:</b>	G. Robinson
	To extend meeting past 7:30 pm			

6. New Business: L. Maslove

L. Maslove asked if any board members would be willing to serve at the festive lunch December 5 and which sitting they would like to attend.

7. Unfinished Business – L. Maslove

- None

8. Next Meeting:

- Tuesday December 17, 2019 at 5:30 pm

9. Adjournment:

70:19	<b>Moved:</b>	D. Williamson	<b>Seconded:</b>	
	That the GPL Board meeting of November 2019 be adjourned. <b>CARRIED</b>			

Meeting adjourned at: 7:45 pm

<b>Library Board Chair</b> <span style="float: right;"><b>Date</b></span>

<b>Library CEO (Board Secretary)</b> <span style="float: right;"><b>Date</b></span>