



Guelph Public Library

Explore • Connect • Thrive

Guelph Public Library Board Minutes Tuesday March 25, 2020 Main Branch Board Room Via Phone Conference

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

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

Regrets: R. Ellery, A. MacKay, D. Williamson

1. Call to Order: S. Butler called meeting to order @ 1:11 pm
 - S. Butler read the Territorial Acknowledgement.

2. Approval of agenda:

23:20	Moved:	K. Saunders	Seconded:	J. Gordon
	To accept the agenda as presented.			CARRIED

3. Declaration of Pecuniary Interest: None

4. Consent Agenda: S. Butler
 - 1) Adoption of Minutes of February 2020
 - 2) Correspondence
 - 3) Annual Review- Eastside
 - 4) Annual Review – IT
 - 5) CEO’s Report
 - 6) Approval of Financial Statement
 - 7) Service Utilization Report

24:20	Moved:	G. Hailu	Seconded:	L. Maslove
	To accept the consent agenda as presented.			CARRIED

5. Presentation & Reports

➤ Central Library Update:

- DPAI Final Report – Peer Review – New Central Library
 - DPAI Final Report defer for the April Board Meeting.
 - Discussion followed:
 - S. Kraft emphasized the importance of strong Board support for the DPAI Report and the Library's Schematic Design by Diamond Schmitt once received.
 - Update on costing of the Baker District Development forthcoming.
 - Board needs to be prepared to identify next steps in going forward with project.
 - Separate Board meeting may be scheduled to approve reports if needed.
 - Public Engagement events scheduled for early April are postponed due COVID-19 virus.
- Public Engagement Report
 - Discussion followed:
 - Board would like to see Library Engagement Report from Invizij added to the appendix.
 - Board to approve once all reports are final.

➤ Committee Reports

- Executive Committee Report – S. Butler
 - Crisis management of the COVID - 19 was the central focus.
 - Need to come up with a Stakeholder strategy and communication plan.
- External Affairs
 - RFP for Fundraising Study on hold for now.
- Internal Affairs
 - Nothing to report at this time.
- Governance Committee
 - No quorum at last meeting. Nothing to report.

S. Butler suggested to defer all Committee meetings until COVID – 19 crisis is over. Chair of each committee agreed to postpone meetings until back to normal. Executive Committee to make any decisions as needed.

- CEO - Top of Mind - S. Kraft
 - S. Kraft is part of the City’s Emergency Operation Centre.
 - S. Kraft following guidelines from City.
 - S. Kraft sending daily updates to inform all staff of the happenings with the City.
 - Management team checking on their locations, while all staff are instructed to work from home.
 - All deliveries suspended until further notice.
 - Contractors working on renovations.

25:20	Moved:	J. Gordon	Seconded:	V. Webb
	To accept the Top of Mind Report and New Business updates. CARRIED			

6. New Business: S. Butler
 - What is the Boards role in this pandemic crisis?
 - Statement from Board to recognize Staff and offer encouragement for their efforts during this unusual time might be appreciated.
 - What steps can the Board take in helping the library move forward once the doors open?
 - Library as a cultural and educational hub online.

7. Unfinished Business:

- None.

8. Next Meeting:

- Tuesday April 21, 2020 at 5:30 pm

9. Adjournment:

26:20	Moved:	S. Butler	Seconded:	
	That the GPL Board meeting of March 2020 be adjourned. CARRIED			

Meeting adjourned at: 2:25 pm

Library Board Chair	Date

Library CEO (Board Secretary)	Date