



Guelph Public Library
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Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, June 19, 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

No guests to report.

Regrets

Danny Williamson

Rodrigo Goller

***Attended Virtually**

1 Call to Order

Alternative formats are available as per the Accessibility per Ontarian Act by contacting the Library Administrative Assistant at 519 824-6220 extension 227.

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, Randalin Ellery, at 6:01 p.m. on Monday, June 19, 2023. Steven Kraft, Secretary, was present.

1.1 First Nations Acknowledgement

B. Ly read the Territorial Acknowledgement.

1.2 Guelph Public Library Values

C. Lepage shared their GPL Values.

2 Approval of Agenda

Motion 36.23:

Moved by A. Ortiz Carlsson

Seconded by B. Ly

That the Agenda of the June Library Board meeting be approved as circulated.

Carried

3 Apologies for Non-Attendance

Danny Williamson

Rodrigo Goller

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

5.1 Adoption of May 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

Motion 37.23:

Moved by C. Cowan

Seconded by B. Ly

That the Consent Agenda be approved as circulated.

Carried

6 Presentations & Reports

6.1 Annual Work Plan Mid-Year Progress Report

S. Kraft reported that they are on track to completing majority of the items.

A discussion followed.

Collection Review

S. Kraft reported that the collection review is being handled by Deputy CEO, D. Atkins. He is currently working with a task force to examine the community's needs and expectation for the NCL.

A discussion followed.

Equity, Diversity & Inclusion Audit

S. Kraft reported that the Library is working with a consultant to introduce Staff training. This will begin with Management, then introduced to Staff at a later date.

Facilities Master Plan

D. Atkins reported that the Master Plan was deferred by a Board motion previously. An RFP will be drafted in Q4.

A discussion followed.

Motion 38.23:

Moved by B. Ly

Seconded by A. Ortiz Carlsson

That the Annual Work Plan Mid-Year Progress Report be received as presented.

Carried

6.2 2022 Financial Review Report

D. Atkins reported that in 2022, GPL set many new records with over 1.8M visits, 7000 new members registered, and circulated over 2.1M items.

A discussion followed.

Motion 39.23:

Moved by V. Webb

Seconded by C. Lepage

That the 2022 Financial Review Report be received as presented.

Carried

6.3 Outstanding Guelph City Council Motion

Motion reads:

'That City staff be directed and a request be made to the Guelph Public Library Board of Directors to seek alternative funding opportunities that may include but are not limited to: the Community Benefit Charge; increase development charge availability through an updated DC Study; other level of government grants; a library capital donation / sponsorship campaign; and partnerships to minimize the 0.39% tax levy impact, with a report back to Council in advance of the 2023 budget.'

S. Kraft reported that Staff have completed efforts to meet the motions expectations.

A discussion followed.

Motion 40.23:

Moved by C. Cowan

Seconded by B. Ly

That:

- The Outstanding Guelph City Council Motion Report be approved;
- the Library CEO forward this report to City Council through the Clerk's Office, with copies to CAO, Scott Stewart, and Tara Baker, Manager of City Finance indicating the fulfillment of City Council's request as outlined in the above motion; and
- request City Staff update the Library Board on any work towards fundraising alternatives for this project.

Carried

6.4 New Central Library Update Report

R. Chatha reported that the City of Guelph and the Guelph Public Library Board will celebrate the start of the library's construction as part of the Baker District redevelopment project with an on-site ground breaking on June 20th.

A discussion followed.

Motion 41.23:

Moved by C. Lepage

Seconded by R. Sadagoban

That the New Central Library Update Report be received as presented.

Carried

6.5 Friends of the Library Meeting Update

KCI met with the Friends to discuss the fundraising process and get agreements signed. Staff are working with the Friends to determine how their support will be celebrated.

6.6 Executive/Chair Report

R. Ellery updated Board members on discussion topics of the recent Executive meeting.

R. Ellery reported that the Clerks office had been notified about the vacant seat.

7 Authority to Move into Closed Session

Motion 42.23:

Moved by B. Ly

Seconded by A. Ortiz Carlsson

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 7:14 p.m.

A motion to approve the consent agenda carried. – Motion IC.8.23

A motion to adopt the Human Resources – Staff Expansion Report carried. – Motion IC.9.23

8 New Business

Nothing to report.

9 Unfinished Business

9.1 Ad Hoc Committees

R. Eller reported that an email would be sent out to all committee members.

Next Meeting

Chair, Randalin Ellery announced that the next Board meeting would be Monday, September 25, 2023 at 6:00 p.m.

10 Adjournment

Motion 43.23:

Moved by V. Webb

Seconded by B. Ly

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

Carried

Meeting adjourned at 7:48 p.m.

Library Board Chair

Date

Library CEO (Board Secretary)

Date