

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF FEBRUARY 22, 2023 MEETING

A regular meeting of the Board was held in the Library commencing at 3:30 p.m.

PRESENT – BOARD – D. Watson, Chair; M. Edwards, Vice-Chair; C. Allman; E. Bremer;
G. McCorkell; D. McIsaac; W. Minnings

STAFF – B. Sullivan, Chief Executive Officer
K. Absalom, Director of Information Services
M. Robertson, Directory of Corporate & Operational Services
T. Chatten, Recorder

ABSENT – J. Bard; H. Mallon; W. Smith

Call to Order – In the absence of an elected chair the CEO called the meeting to order.

ELECTION/APPOINTMENT OF OFFICERS

C. Allman nominated D. Watson as Board Chair, seconded by M. Edwards – D. Watson accepted. C. Allman nominated M. Edwards as Vice-Chair, seconded by D. Watson – M. Edwards accepted.

Committee outlines were given to Board members to review to determine which committee they would be best suited to sit on and report at next meeting.

CONVENING OF THE MEETING

Land Acknowledgement Statement – D. Watson read the Library Board's statement.

Approval of the Agenda –

MOTION #2023:01

Moved by E. Bremer, seconded by D. McIsaac that the Orillia Public Library Board approve the Agenda of the February 22, 2023 meeting. CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – none

CONSENT AGENDA

M. Robertson reported also for M. Wilkinson highlighting the events of Black History Month with a mosaic of black culture promoting an interactive and engaging family program.

K. Absalom reported on the upcoming grand opening of the Makerspace this Saturday at 10:30.

B. Sullivan reported that our second fundraising campaign in November 2022 raised \$14,285 to be used to develop a Library of Things collection.

MOTION #2023:02

Moved by C. Allman, seconded by W. Minnings that the Consent Agenda of the February 22, 2023 meeting be adopted. CARRIED

DISCUSSION AGENDA

BUSINESS ARISING

Reserve Fund Report – The CEO prepared a report for Board information and discussion. Following discussion of the motion as presented the mover and seconder agreed to the amendments.

MOTION #2023:03

Moved by C. Allman, seconded by E. Bremer that the Orillia Public Library Board open a bank account for the investment of all donations, grants, and fundraised dollars.

That the Board oversee reserve funds and use them for special library projects as the Board directs.

That a statement of these funds be included with the financial reporting at every Board meeting, including monthly activity.

That the Board develop a policy outlining the expectations for reserve fund's accumulation, use, and growth.

That the CEO and the Board Chair pursue discussions with the City about the status of the Library's reserves.

And further that in addition to the CEO being board secretary, add board treasurer to the CEO's responsibilities as is permitted by the Public Libraries Act. CARRIED

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Draft monthly statements for December 2022 and January 2023 were presented for Board review and discussion.

NEW BUSINESS

Meeting Dates and Times – With a request from Oro-Medonte Township to reconsider the board meeting date, members were asked to review and respond to the next meeting if an alternate date is suitable.

Scheduled Closures for 2023 – Dates for the 2023 year were presented.

MOTION #2023:04

Moved by D. McIsaac, seconded by C. Allman that the Orillia Public Library Board approve the 2023 list of closures for the Library. CARRIED

Proposed Annual Workplan 2023 – CEO presented a proposed outline with goals and will revise to be sent for Board review/approval at next meeting.

OLS Board Assembly Meetings, Appointments and Board Training – D. Watson provided information on the spring session April 20 from 4-6pm with similar sized libraries to provide board training at virtual and in person meetings. G. McCorkell and E. Bremer both expressed an interest in attending as OLS representatives of the Board.

Announcements – Reminder to Board members of the upcoming Makerspace Grand Opening on Saturday February 25 at 10am.

Adjournment at 4:40 p.m.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER