

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF OCTOBER 18, 2023 MEETING

A regular meeting of the Board was held in the Library commencing at 3:32 p.m.

PRESENT – BOARD – Deborah Watson, Chair; Meghan Edwards, Vice-Chair; Catherine Allman; John Bard; Helen Mallon; Gail McCorkell; Don McIsaac; Wanda Minnings; Mike Stahls

STAFF – Bessie Sullivan, Chief Executive Officer
Kelli Absalom, Director of Information Services
Melissa Robertson, Director of Corporate & Operational Services
Meagan Wilkinson, Director of Children’s & Youth Services
Amy Lambertsen, Co-Ordinator of Circulation Services

ABSENT – Elaine Bremer; Whitney Smith

CONVENING OF THE MEETING – D. Watson welcomed those in attendance and via Zoom.

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

Call to Order – D. Watson called the meeting to order.

Approval of the Agenda

MOTION #2023:32

Moved by M. Stahls, seconded by C. Allman that the Orillia Public Library Board approve the Agenda of the October 18, 2023 meeting. CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – none

CONSENT AGENDA

B. Sullivan reported on her attendance at the First Nations Public Library Week Launch at the Rama Public Library.

M. Wilkinson reported that Beginner Reader Bundles have been created through a mini-grant received through the International Dyslexia Association of Ontario to help fund decodable collections.

M. Robertson reported that the title of the Library’s Community Outreach Worker will be changed to Human Services Coordinator to better reflect the scope of the position and services provided.

K. Absalom highlighted the upcoming Remembrance Event hosted by the Library. Upwards of 850 local school children are estimated to attend.

MOTION #2023:33

Moved by C. Allman, seconded by M. Stahls that the Consent Agenda of the October 18, 2023 meeting be adopted. CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Physician Recruitment Request – The Physician Recruitment and Retention Committee agreed to the new requested time for the Gala on Friday February 23, 2024 at 7:30 p.m.

MOTION #2023:34

Moved by H. Mallon, seconded by M. Stahls that the Orillia Public Library Board agree that the Library be the venue for the 2024 Physician Recruitment Gala taking place on February 23, 2024 beginning at 7:30 p.m. CARRIED

Training & Partnerships Reports – Reports were prepared for Board information and review. M. Robertson commented that all staff have been getting meaningful professional development. All staff will be able to be First Aid and CPR certified. The CEO commented that a Partnership Agreement is being developed.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Monthly statements for September 2023 were presented for Board review and discussion. B. Sullivan went through YTD statements. M. Stahls presented the recommendation from the Committee to put reserve funds back with the City instead of having a separate account. The Committee is also working on updating the reserve policy, and drafting a reserve allocation plan.

MOTION #2023:35

Moved by H. Mallon, seconded by J. Bard that the Orillia Public Library Board receives the September 2023 financial statements as presented. CARRIED

MOTION #2023:36

Moved by J. Bard, seconded by D. McIsaac that the Orillia Public Library Board recommend that all Library reserves be housed and managed by the City of Orillia, and

That the Library Board closes the CIBC account and deposits the proceeds to the appropriate reserve accounts held at the City. CARRIED

Draft 2024 Budget – A recommendation for 1.5% COLA and adult materials increase are being requested for 2024, totaling an overall 2.18% increase. Revenue is increasing with fundraising and contracts.

MOTION #2023:37

Moved by D. McIsaac, seconded by M. Stahls that the Orillia Public Library Board approve the draft budget of \$3,014,581.00 that will be presented to City Council on November 7, 2023. CARRIED

NEW BUSINESS

CLOSED SESSSION - Personnel

MOTION #2023:38

Moved by M. Stahls, seconded by J. Bard that the Orillia Public Library Board enter an in camera session at 3:57 p.m. CARRIED

MOTION #2023:40

Moved by H. Mallon, seconded by C. Allman that the Orillia Public Library Board leave an in camera session at 4:51 p.m. CARRIED

MOTION #2023:41

Moved by W. Minnings, seconded by J. Bard that the direction discussed in closed session be implemented, and

That the Board waive Policy 5.501 (e) the requirement to post, as is permitted by Policy 5.501 (i) for the interim CEO position. PASSED WITH MAJORITY

Adjournment at 4:57 p.m.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER