

## ORILLIA PUBLIC LIBRARY BOARD

### MINUTES OF APRIL 24, 2019 MEETING

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

PRESENT – BOARD – B. Dickson, Chair; L. Avery; D. Elder; P. Hehn; K. Hewitt;  
E. Hutt; R. Kloostra; C. Seiberling-Spriggs; K. Seymour;  
R. Stevens

STAFF – S. Campbell, Chief Executive Officer  
S. Papple, Director of Children’s & Youth Services  
S. Dance, Director of Technical Services  
M. Wilkinson, Head of Circulation Services  
T. Chatten, Recorder

ABSENT – R. Greenlaw

#### BOARD ORIENTATION

Appointment of Officers – K. Seymour was nominated for the position of Vice-Chair by R. Kloostra, seconded by R. Stevens; she accepted.

C. Seiberling-Spriggs was nominated for the position of SOLS Representative by R. Stevens, seconded by R. Kloostra; she accepted.

Board committees have been confirmed as follows:

Finance – L. Avery, B. Dickson, R. Kloostra, R. Stevens

Personnel – B. Dickson, P. Hehn, K. Seymour

Property – B. Dickson, D. Elder, C. Seiberling-Spriggs

Planning – B. Dickson, R. Greenlaw, K. Hewitt

Community Relations – B. Dickson, D. Elder, C. Seiberling-Spriggs

Policy – B. Dickson, E. Hutt, K. Seymour

Fund Raising – L. Avery, B. Dickson, E. Hutt

Friends of the Library – K. Hewitt

Committee meetings to be arranged during May and/or June.

Orientation for New Board Members – A building tour took place led by S. Papple through the Children and Youth Services department, highlighting details along the way. S. Dance reviewed operations of the Check Out area of the library and its functions. S. Papple also reviewed the Information Services and Young Adult areas of the library making particular note of the 3D printer.

#### CONVENING OF THE MEETING

Call to Order – B. Dickson called the meeting to order.

Approval of the Agenda –

*MOTION #2019:10*

*Moved by R. Stevens, seconded by K. Seymour that the Orillia Public Library Board approve the agenda of the April 24, 2019 meeting. CARRIED*

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

CEO report outlining building repairs, particularly repairs to main stairs that are part of this budget year, were highlighted. Follow up monthly regarding maintenance.

*MOTION #2019:11*

*Moved by K. Hewitt, seconded by R. Kloostra that the consent agenda of the April 24, 2019 meeting be adopted. CARRIED*

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Friends of the Library –K. Hewitt reported that the Friends met recently to discuss ideas to promote and ways to build the membership. The Friends will meet again in May.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee –Review and discussion of monthly statements for March 2019. First quarter invoices have been sent to townships for non-resident services.

*MOTION #2019:12*

*Moved by E. Hutt, seconded by L. Avery that the Orillia Public Library Board receives the March 2019 Financial Statements as presented. CARRIED*

NEW BUSINESS

Business Plan 2016-2018 – The most recent version of the Business Plan, which was last updated in June 2018, was distributed to Board members for information; it is to be reviewed and updated by the CEO.

Board Orientation Session #2 Governance – The CEO reviewed a PowerPoint presentation for Board information on library governance.

Board Response to SOLS Budget Cuts – Board members were apprised of the events surrounding recent Southern Ontario Library Service budget cuts and will respond with their support of SOLS to the Ministry. There has been much media attention in recent days following the announcement of elimination of the Interlibrary Loan Service, which was revised to being suspended until May 31<sup>st</sup> following investigation of options.

ANNOUNCEMENTS – None

Adjournment at 4:56 p.m.

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BOARD CHAIR

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CHIEF EXECUTIVE OFFICER