

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF DECEMBER 18, 2019 MEETING

A regular meeting of the Library Board was held at the Library commencing at 3:45 p.m.

PRESENT – BOARD – B. Dickson, Chair; K. Seymour, Vice-Chair; E. Chwilkowska;
D. Elder; P. Hehn; K. Hewitt; G. McCorkell;
C. Seiberling-Spriggs; R. Stevens

STAFF – S. Campbell, Chief Executive Officer
S. Papple, Director of Children’s & Youth Services
K. Absalom, Director of Information Services
S. Dance, Director of Technical Services
T. Chatten, Recorder

ABSENT –R. Greenlaw; R. Kloostra

CONVENING OF THE MEETING

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

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

The Board Chair briefly reviewed the agenda items listed.

MOTION #2019:49

Moved by K. Hewitt, seconded by K. Seymour that the consent agenda of the December 18, 2019 meeting be adopted. CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Friends of the Library – K. Hewitt reports nothing new at this time.

Art Donations – The CEO prepared a report for Board information and discussion to confirm details of the donation and decide on acceptance of the donation. The donor has agreed to Library conditions with a small ceremony in recognition of the donation, and a tax receipt is to be provided pending receipt of an art evaluation from the donor.

MOTION #2019:50

Moved by D. Elder, seconded by P. Hehn that the Orillia Public Library Board accepts the donation from Chris Mitchele of the portrait of the Reverend Canon Richard E. Green for inclusion in the Library’s Local History collection and permanent art collection. CARRIED

Severn Township Contract – A report from the CEO reiterates costs to operate a large community library and find that the 2.5% increase is not unreasonable, and provided comparisons with what is charged to other libraries/municipalities. Staff was directed to respond again with 2.5% request that is well within the established precedent and a fair increase for library services provided to residents of Severn Township.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Review and discussion of monthly statements for November 2019.

MOTION #2019:51

Moved by C. Seiberling-Spriggs, seconded by D. Elder that the Orillia Public Library Board receives the November 2019 Financial Statements as presented. CARRIED

Personnel Committee – The Committee met to discuss the service review which has been approved by Council in the 2020 budget; consultants are to begin soon. Also discussed was a procedure for “second in command” going forward with policy updates.

Policy Committee – The Committee met to review the Health & Safety policy, AODA updates, Personnel Committee recommendations, Local History Art Contractors compliance based on City format; to go forward to February meeting for approval.

NEW BUSINESS

Carpet Repair – The CEO prepared a report for Board information regarding meeting held with City Facilities Department, recommending closing the Library while work is being done to replace carpet tiles, possibly for 2-3 weeks. Possible scenarios are being reviewed, outreach can still go ahead but no access to the collection, staff will work on special projects while closed. Communications will be issued to keep the public informed, and when we have more information the Board will be updated.

Family Department Rebranding – The Director of Children’s Services prepared a report for Board information. As family engagement has been encouraged in the last few years there is a move toward accommodation of all ages and aligns with the services we now offer and supports all five goals of the Strategic Plan. Internal messaging will be updated as well as signage changes from CYS to FAMILY.

Vending Machines – The CEO prepared a report for Board information and discussion to determine the viability of providing a vending machine for public use in the Library. Several options were reviewed but following staff recommendation the Board accepted the report as having done our due diligence and no vending machines will be added at this time.

Public Library Act Changes – The CEO reported on changes to the Public Library Act whereby the number of board meetings could be reduced, following discussion it was decided no change was required.

2020 Board Meeting Schedule & Closures Calendar – The Board was provided with a list of Board meeting dates and Library closures dates for approval.

MOTION #2019:52

Moved by G. McCorkell, seconded by C. Seiberling-Spriggs that the Orillia Public Library Board accepts the list of dates for Library Closures and Board Meetings as amended moving December 23 meeting to December 16, 2020. CARRIED

S. Dance reported on her recent visits to Barrie & Midland Libraries where she toured through the lens of safety and security; both have security guards and it is more apparent that they can have problems right at entrance with both locations. Here at OPL we have hallways that are away from staffed areas where most problems occur, dealing with increased safety and security occurrences with no increases in staffing. Random foot patrols by OPP officers in the building have been very helpful.

Adjournment at 4:50 pm with Happy Holiday wishes to all.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER