

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF JUNE 26, 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; K. Seymour, Vice-Chair; D. Elder;
R. Greenlaw; P. Hehn; K. Hewitt; R. Kloostra; 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
M. Wilkinson, Head of Circulation Services
T. Chatten, Recorder

ABSENT – L. Avery; E. Hutt

CONVENING OF THE MEETING

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

Approval of the Agenda

Addition to the Agenda - Farm to Table Request Report to Board under New Business

MOTION #2019:16

*Moved by R. Kloostra, seconded by K. Hewitt that the Orillia Public Library Board
approve the agenda of the June 26, 2019 meeting. CARRIED*

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

MOTION #2019:17

*Moved by D. Elder, seconded by C. Seiberling-Spriggs that the consent agenda of the
June 26, 2019 meeting be adopted. CARRIED*

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Friends of the Library – K. Hewitt prepared a report to the Board for review. Background and a general overview of operations in the past was provided with some plans for the future and recommendations in the report that could be acted on to help raise awareness for Friends.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

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

MOTION #2019:18

Moved by R. Stevens, seconded by C. Seiberling-Spriggs that the Orillia Public Library Board receives the May 2019 Financial Statements as presented. CARRIED

Personnel Committee – The committee held meetings to discuss succession planning.

Planning Committee – The committee held a meeting to discuss next steps, further meeting planned for September.

NEW BUSINESS

ILLO Funding – The CEO prepared a report to the Board for discussion, with an update and information on next steps moving forward. SOLS will be providing a rebate to libraries using the Canada Post book rate; SOLS will provide partial reimbursement from a \$340,000 allotment but the amount received will be dependent on actual use. The Board must determine how ILLO services will be funded going forward. Staff are recommending the addition of a \$3.00 fine be charged to Library members who do not pick up their ILLO request within the five day pick-up period.

MOTION #2019:19

Moved by R. Kloostra, seconded by K. Hewitt that the Orillia Public Library Board approve a \$3.00 fine to be charged to members who do not pick up their interlibrary loan request within five (5) business days. CARRIED

2019/2020 Business Plan – The CEO reviewed the updated version of the Business Plan for Board information.

Library Website Upgrade/Preview – Soft launch of the new website will take place July 15. K. Absalom reviewed the main page giving a demo of new features/functions.

Farm to Table Request - The CEO prepared a report to the Board to present information on the request for use of space in the event of weather related issues.

MOTION #2019:20

Moved by K. Seymour, seconded by R. Greenlaw that the Orillia Public Library Board accept the proposal of the Farm to Table Committee for use of the public and Library areas should it be needed due to rain or other weather related issues for afterhours use, for the primary purpose of community engagement, on Saturday September 14, 2019 from 5:00p.m. to 10:00p.m, and that the Board determine an appropriate cost for use of the space. CARRIED

IN CAMERA SESSION –

MOTION #2019:21

Moved by K. Seymour, seconded by R. Greenlaw that the Orillia Public Library Board enter an in camera session at 5:04 p.m. CARRIED

MOTION #2019:22

Moved by K. Seymour, seconded by R. Greenlaw that the Orillia Public Library Board leave an in camera session at 5:35 p.m. CARRIED

MOTION #2019:23

Moved by K. Seymour, seconded by R. Greenlaw that the Confidential Report dated June 26, 2019 be received and that the confidential direction to the CEO be adopted. CARRIED

Adjournment at 5:40 p.m.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER