

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF NOVEMBER 25, 2020 MEETING

A regular meeting of the Library Board was held via Zoom commencing at 3:33 p.m.

PRESENT – BOARD – C. Seiberling-Spriggs, Vice-Chair; E. Chwilkowska; D. Elder;
R. Greenlaw; G. McCorkell; R. Stevens; D. Watson

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 –M. Ainsworth; P. Hehn; K. Seymour

CONVENING OF THE MEETING

Call to Order – C. Seiberling-Spriggs called the meeting to order.

Approval of the Agenda

MOTION #2020:45

Moved by D. Watson, seconded by D. Elder that the Orillia Public Library Board approve the agenda of the November 25, 2020 meeting. CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

The CEO highlighted the retirement announcement from M. Sinclair after 20 years with OPL. A donation was made from the Board to The Lighthouse Building Hope campaign to recognize Michelle and with thanks for her many years of dedicated service.

MOTION #2020:46

Moved by R. Greenlaw, seconded by D. Watson that the consent agenda of the November 25, 2020 meeting be adopted. CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Electronic Access Memberships – This new membership category was added to the Board Policy Manual and was created in response to the changes incurred during the beginning of the pandemic closure, and agreed upon in consultation with the Townships regarding proof of identification.

MOTION #2020:47

Moved by G. McCorkell, seconded by R. Greenlaw that the Orillia Public Library Board approve amendments to Policy 8.811.2 and 8.812 (l) to include electronic-access memberships as presented. CARRIED

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Monthly statements for October 2020 were presented for review.

MOTION #2020:48

Moved by D. Watson, seconded by G. McCorkell that the Orillia Public Library Board receives the October 2020 Financial Statements as presented. CARRIED

Budget Update – The Library presented the 2021 budget to City Council for discussion. Discussion items of note include the request for security guard and township contracts.

Personnel Committee – The CEO provided an update on the Service Review and discussion with consultants to complete surveys to get an overview and best practices, the next meeting is scheduled for December 4th.

The CEO Performance Review is to be sent to board members for completion by December 8th.

NEW BUSINESS

Pay Equity Plan – The Board has a legal obligation to update and the funds are included in the 2021 budget to do so.

MOTION #2020:49

Moved by D. Watson, seconded by D. Elder that the amended Pay Equity Plan for the Orillia Public Library be accepted and that staff be directed to adjust the pay schedule to agree with the changes in the amended plan. CARRIED

December Board Meeting –

MOTION #2020:50

Moved by D. Elder, seconded by G. McCorkell that the December meeting of the Orillia Public Library Board be cancelled. CARRIED

ANNOUNCEMENTS – The Board congratulated S. Papple on the recent publishing of her book. This is the last Board meeting for S. Dance before her retirement; she will be missed and the Board wished her all the best.

Adjournment at 4:18 p.m. moved by R. Stevens, seconded by R. Greenlaw.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER