

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF OCTOBER 27, 2021 MEETING

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

PRESENT – BOARD – K. Seymour, Chair; C. Seiberling-Spriggs, Vice-Chair; M. Ainsworth (via telephone); C. Allman; M. Edwards; D. Elder; R. Greenlaw; P. Hehn; G. McCorkell (via telephone); R. Stevens; D. Watson

STAFF – B. Sullivan, Chief Executive Officer
K. Absalom, Director of Information Services
M. Robertson, Director of Corporate and Operational Services
M. Wilkinson, Director of Children’s & Youth Services
E. Damery, Children’s & Youth Services Coordinator
A. Lambertsen, Coordinator of Circulation Services
T. Chatten, Recorder

ABSENT – none

CONVENING OF THE MEETING

Land Acknowledgement Statement – K. Seymour read the Library Board’s statement.

Call to Order – Notice and Quorum – K. Seymour called the meeting to order.

Approval of the Agenda

MOTION #2021:53

Moved by D. Watson, seconded by P. Hehn that the Orillia Public Library Board approve the Agenda of the October 27, 2021 meeting. CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – none

CONSENT AGENDA

The CEO and Directors provided highlights from their monthly reports. B. Sullivan commented on the staff professional development/training day with S. Lawson which included great staff involvement.

M. Wilkinson mentioned that schools are starting to return for Battle of the Books and virtual class visits.

K. Absalom commented on the Remembrance Day displays which are going up with 600 school kids taking part in a virtual experience. The exhibit is facing outside so that it can be viewed at all hours of the day. Seniors/schools are involved in making poppies for the 100th anniversary.

M. Robertson provided details on the ILS services upgrade, including online registration for accounts that can place holds right away, auto renew enabled except for items with holds, etc. providing time savings for staff. She also reported that we are now lending light therapy lamps.

MOTION #2021:54

Moved by P. Hehn, seconded by R. Greenlaw that the Consent Agenda of the October 27, 2021 meeting be adopted.

CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Service Recovery Update – The CEO prepared a report outlining the next steps to service recovery assuming that all internal vacancies are filled, that there is sufficient planning time to execute programming, and that provincial direction is such that we are permitted to expand capacity and services.

MOTION #2021:55

Moved by C. Allman, seconded by D. Elder that the Orillia Public Library Board accept the reopening plan.

CARRIED

Strategic Plan Update – The CEO prepared a report for Board information and discussion to move forward in creating the new strategic plan.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Monthly statements for September 2021 were presented for Board review and discussion.

MOTION #2021:56

Moved by R. Stevens, seconded by R. Greenlaw that the Orillia Public Library Board receives the September 2021 Financial Statements as presented.

CARRIED

2022 Budget Update – The Finance Committee met prior to the Board meeting to discuss budget requests for 2022 for both operating and capital expenditures. A report was prepared for Board discussion outlining the recommendations.

MOTION #2021:57

Moved by R. Greenlaw, seconded by R. Stevens that the Orillia Public Library Board implement the recommendations of the Finance Committee with regards to the 2022 budget. With these recommendations there is an increase of \$271,589 over 2021 which represents a 12% increase.

CARRIED

Community Relations Committee – Fundraising Update – The CEO provided a report of fundraising opportunities discussed by the Committee, including a donation drive beginning November 1 and a Library pop-up store at the Farmers Market on December 15th and 22nd. Promotional materials and social media coverage will be created to advertise the donation drive.

MOTION #2021:58

Moved by D. Elder, seconded by C. Seiberling-Spriggs that the Orillia Public Library Board Community Relations Committee continue to meet regularly and investigate appropriate fundraising ideas.

CARRIED

NEW BUSINESS

CEO Presentation to Council – B. Sullivan to attend the November 8th City Council meeting with the Board Chair as an introduction to the new CEO, and a general overview of programs and services provided at the Library.

ANNOUNCEMENTS – Due to budget discussions the November Board meeting will be changed to December 1, with no regular December meeting. Reminder to Board members to complete their vaccine information to the City by November 15th.

Adjournment at 4:20 p.m.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER