

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF SEPTEMBER 23, 2020 MEETING

A regular meeting of the Library Board was held via Zoom commencing at 3:31 p.m.

PRESENT – BOARD – K. Seymour, Chair; E. Chwilkowska; D. Elder; R. Greenlaw;
P. Hehn; R. Kloostra; 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
M. Robertson, Multicultural Liaison
T. Chatten, Recorder

OTHER – J. Rattigan, City Staff; A. Nauss, Auditor; M. Love, Consultant

ABSENT – C. Seiberling-Spriggs

CONVENING OF THE MEETING

Call to Order – K. Seymour called the meeting to order.

Approval of the Agenda

MOTION #2020:28

Moved by P. Hehn, seconded by D. Watson that the Orillia Public Library Board approve the agenda of the September 23, 2020 meeting. CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

Board members expressed their thanks to staff for such comprehensive reports and all the work done to provide services to our customers.

MOTION #2020:29

Moved by D. Watson, seconded by R. Stevens that the consent agenda of the September 23, 2020 meeting be adopted. CARRIED

DISCUSSION AGENDA

Auditor Review Engagement – A thorough report was presented to the Board of the Financial Statements for 2019.

MOTION #2020:30

Moved by G. McCorkell, seconded by R. Stevens that the Orillia Public Library Board accept the Independent Practitioner's Review Engagement Report for December 2019 as presented. CARRIED

CLOSED SESSION IN CAMERA – Personnel

MOTION #2020:31

Moved by R. Greenlaw, seconded by D. Elder that the Orillia Public Library Board enter an in camera session at 3:45 pm. CARRIED

MOTION #2020:32

Moved by R. Greenlaw, seconded by P. Hehn that the Orillia Public Library Board leave an in camera session at 4:46 pm. CARRIED

MOTION #2020:33

Moved by D. Watson, seconded by R. Stevens that the Orillia Public Library Board accept the information received from M. Love Consulting regarding the Pay Equity/Market Survey. CARRIED

BUSINESS ARISING FROM THE MINUTES

Fines Reinstatement - Update – S. Campbell provided an update of the current situation surrounding collection of fines. The Board considered the issue of overdue fines and whether to move to a fine-free environment. Given this year's budget challenges it has been decided to make no change at this point but to re-consider the issue for the 2022 budget submission.

MOTION #2020:34

Moved by D. Elder, seconded by R. Kloostra that the Orillia Public Library Board approve the reinstatement of fines and blocked customer accounts as of October 13, 2020. CARRIED

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Review and discussion of monthly statements for August 2020.

MOTION #2020:35

Moved by R. Stevens, seconded by D. Elder that the Orillia Public Library Board receives the August 2020 Financial Statements as presented. CARRIED

e-Access Memberships – S. Dance reviewed background information for Board discussion. Oro-Medonte and Severn Townships have both indicated that they will support the continuation of electronic-access memberships for their residents. Library staff will update policies for Board approval and develop procedures.

MOTION #2020:36

Moved by G. McCorkell, seconded by P. Hehn that electronic memberships will be provided on request to residents of the City of Orillia, Oro-Medonte Township and Severn Township, and that Library staff are directed to draft policy changes to 8.812 “Categories of Membership” to reflect this initiative. CARRIED

2021 Budget – In the 2021 budget submission we requested that the City fund a security guard for the Library. The CEO has been asked by the City’s CAO and Treasury staff to provide options for funding this request, considering options such as closing problem areas (e.g., main floor washrooms as they are not part of normal library function).

MOTION #2020:37

Moved by R. Kloostra, seconded by R. Greenlaw that the Orillia Public Library Board approve the 2021 Operating Budget as presented. CARRIED

Policy Committee – The CEO prepared a report for Board information and discussion regarding mandatory face coverings.

MOTION #2020:38

Moved by R. Stevens, seconded by R. Kloostra that the Orillia Public Library Board approve the Mandatory Face Covering Policy as presented and that this policy be assigned to the “Rules and Regulations” (800) section of the Orillia Public Library Board Policy Manual. CARRIED

NEW BUSINESS

Systemic Racism Response – The consideration of the wording of this statement will be deferred until the next Board meeting.

ANNOUNCEMENTS – The upcoming retirement of S. Dance was announced to the Board who wish her all the best and offered thanks for all that she has provided to the Library. Also a reminder of the Library’s How to Festival for the upcoming release on September 26 was given.

Adjournment at 5:29 p.m. moved by P. Hehn.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER