

ORILLIA PUBLIC LIBRARY BOARD

MINUTES OF NOVEMBER 20, 2024 MEETING

A regular meeting of the Board was held in the Library commencing at 3:30 p.m.

PRESENT – BOARD – Deborah Watson, Chair; Meghan Edwards, Vice-Chair; Catherine Allman; John Bard; Elaine Bremer; Helen Mallon; Don McIsaac; Ryan McVeigh; Whitney Smith; Mike Stahls

STAFF – Meagan Wilkinson, Chief Executive Officer
Alexandra Gilston, Director of Children & Youth Services
Melissa Robertson, Director of Corporate & Operational Services
Tina Chatten, Recorder

ABSENT -Wanda Minnings, Kelli Absalom, Director of Information Services

CONVENING OF THE MEETING – M. Stahls welcomed those in attendance and via Zoom.

Land Acknowledgement Statement – M. Stahls read the Library Board's statement.

Call to Order – M. Stahls called the meeting to order.

Approval of the Agenda

MOTION #2024:48

Moved by H. Mallon, seconded by J. Bard that the Orillia Public Library Board approve the

Agenda of the November 20, 2024 meeting.

CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – none

CONSENT AGENDA

Highlights:

M. Wilkinson highlighted the 2025 budget presentation. This process went well and the budget will be ratified on December 9th.

A. Gilston reported that their PD Day program on October 26th saw almost 300 people between the morning and afternoon programs. Teen volunteers assisted with setup and running stations. J. Bard requested clarification regarding homeschool programs at the library. Gilston explained that homeschool programs are similar to school visits. They receive similar staff time in preparing and running of these programs.

M. Robertson reported that the OPL has been shortlisted for a Public Library award for our Human Services Coordinator position. The results will be announced on January 30th at OLA Superconference.

K. Absalom highlighted the Remembrance Day Event and acknowledged Jayne for all her hard work coordinating this amazing event. This is the last year this event is running due to

the retirement of several collectors and volunteers.

MOTION #2024:49

Moved by J. Bard, seconded by D. McIsaac that the Consent Agenda of the November 20, 2024 meeting be adopted. CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Training & Partnerships Reports – Strat Plan – These reports were prepared for board information with some follow-up/updates.

Draft of the 2025 Annual Workplan – the first draft of the 2025 Annual Workplan was presented for feedback.

Reserve Allocation Update - \$12,000 will be take from 2025 reserves to replace damaged furniture.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – The financial statements for October 2024 were presented for Board review and discussion.

MOTION #2024:50

Moved by D. McIsaac, seconded by C. Allman that the Orillia Public Library Board receives the October 2024 financial statements as presented. CARRIED

Policy Committee – As part of the continued policy review, new policies were presented for review and discussion as recommended by Ontario Library Services to create more cohesive policies.

MOTION #2024:51

Moved by R. McVeigh, seconded by D. McIsaac that it is recommended that the Orillia Public Library Board replace the current OPL Board policies:

- *5.158 Progressive Discipline Policy*
- *5.512 Early and Safe Return to Work Policy*
- *3.314 Accessible Customer Service Policy With the following revised policies:*
- *Accessibility and Staff HR-12*
- *Accessibility in the Library OP-15*
- *Complaints, Progressive Discipline, and End of Service HR-11*

CARRIED

NEW BUSINESS

December Board meeting – the Board has met for the required number of days. Consensus was to forego a meeting in December unless an emergency meeting was required.

VOLT report – This toolkit was created by a committee of librarians, the OLS team, and the NORDIK Institute to demonstrate the social return of investment for public libraries. Each library uses data specific to their geographic area and as a result cannot compare to other libraries. Public libraries use the stats that they currently collect for a multitude of purposes. The Board had some concern regarding the validity of the toolkit. It was encouraged to include more information regarding the creating organization in the preamble to indicate that the library was not part of the creation process.

MOTION #2024:52

Moved by J. Bard, seconded by E. Bremer that it is recommended that the Orillia Public Library Board accept the Valuing Ontario Libraries Toolkit Report for information.

CARRIED

Announcements

- a) Ron Stevens, former Board representative passed away.
- b) Fall fundraiser – Choose your own donation. Slower uptake but have received some larger donations.
- c) Staff retirement notice.
- d) OLBA Bootcamp – Part of the OLA SuperConference February 1, 2025

Adjournment at 4:10 p.m.

BOARD CHAIR

CHIEF EXECUTIVE OFFICER