

# BOARD MINUTES

**BOARD MEETING:** #24-05

**DATE:** THURSDAY, JUNE 27, 2024, 7:00 PM

**LOCATION:** DOWNTOWN –ANGUS ROSS ROOM

<b>Attendees:</b>	Austin Mitchell (Chair), Michael Sauro (Vice-Chair), Amy Courser (Councillor), Nigussie Nigussie (Councillor) (arrived at 7:12pm-9:16pm), John Bicknell, Robin Munro, Scott Herman, Merrisa Little
<b>Library Staff:</b>	L. Jessop, C. Vanderkruys, J. Little, A. Schroeder, L. LaFleshe
<b>Regrets:</b>	George Hawtin
<b>Note Taker:</b>	K. Bouffard

**1. Call to Order, Welcome and [Land Acknowledgment](#)**

The meeting was called to order at 7:04 pm

**2. Confirmation of Agenda**

The agenda was confirmed.

**3. Conflicts of Interest**

No conflicts were declared.

**4. Delegations – None**

**5. [Board Development](#) – BPL Leaders & Innovative Teens (LIT)**

Members from BPL LIT highlighted projects funded through United Way Simcoe Muskoka's Youth United Grant and shared their goals and impacts within the community.

**6. Closed Meeting**

Public Libraries Act – Section 16.1(4) (a) the security of the property of the board and  
Municipal Act – Section 239 (2) (j) a trade secret or scientific, technical, commercial or  
financial information that belongs to the municipality or local board and has monetary  
value or potential monetary value.

**Motion #24-14      MICHAEL SAURO - SCOTT HERMAN**

**THAT** the Barrie Public Library Board conduct a Closed meeting as the subject matter  
being considered concerns the security of the property of the board (Public  
Libraries Act Section 16.1(4) (a)) and a trade secret or scientific, technical,  
commercial or financial information that belongs to the municipality or local board

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and has monetary value or potential monetary value (Municipal Act – Section 239 (2) (j)). CARRIED

This portion of the meeting was held in closed session.

## **6.1 Cybersecurity (A.Rogers, Manager, Information Technology)**

## **6.2 Oro-Medonte Contract**

Rise and report.

### **Motion #24-15      MICHAEL SAURO - JOHN BICKNELL**

**THAT** the Barrie Public Library Board direct staff to increase the rate charged to Oro-Medonte Township by 3% for each of the next two (2) years (2025 and 2026). CARRIED

## **Consent Agenda**

### **7. Board Meeting Minutes**

### **8. CEO's Report**

### **9. Correspondence**

#### **9.1 United Way Simcoe Muskoka Recognition, Champion of Collaboration**

### **10. Deferred Items**

- a. Financial Migration
- b. CEWS Liability (Quarterly)
- c. Succession Management Plan

## **Agenda**

### **11. Items held from the Consent Agenda**

#### **Motion #24-16      AMY COURSER - MERRISA LITTLE**

**THAT** the Barrie Public Library Board adopts the consent agenda for Board meeting #24-05 dated Thursday, June 27, 2024, as amended. CARRIED

### **12. CEO Workplan Update**

The CEO provided highlights from her workplan.

A community navigator update will be prepared for the September Board meeting, aligning with the Simcoe County report.

A report on reserves will be coming in the fall after the P&F meeting and discussions with the city. This will also be shared with council.

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## **13. Staff Development Day Request**

Board members will be notified of the day and will receive an invitation to the staff development day.

### **Motion #24-17      ROBIN MUNRO - AMY COURSER**

**THAT** the Barrie Public Library Board approve a one-day system-wide closure of the Library for staff development and strategic planning before the end of 2024, on a date to be determined. CARRIED

## **14. Board Committees**

### **14.1 Personnel & Finance**

#### **14.1.1 Bank Account**

##### **Motion #24-18      SCOTT HERMAN - JOHN BICKNELL**

**THAT** the Barrie Public Library Board approve the establishment of a new bank account at Scotiabank while maintaining the current Toronto Dominion Bank account (Account #0400804, Transit #2072), and that Chin Tung Chan, Manager, Finance be added as a signing authority to both the new Scotiabank account and the existing Toronto Dominion Bank account and that Lauren Jessop, CEO and Christopher Vanderkruys (Director, Business & Development) be added as signing authorities on the Scotiabank account. CARRIED

#### **14.1.2 Reserves (Verbal Update)**

The P&F committee recently met to review reserves. At last week's council meeting, some discussions took place, and a motion was passed regarding library financial controls (as noted in the Chair's email). The CEO is meeting with city staff and the mayor to discuss further collaboration on reserves. The Chair encouraged Board members to ask questions, submit agenda items, and reach out for clarification as needed.

An email was sent to council to clarify and express disappointment regarding recent conversations at the council meeting, given the Library's ongoing collaboration with city staff. The email clarified several key points regarding reserves, potential capital projects, past capital projects (and the master facilities plan), KPIs, internal audit, and financial oversight provided regularly by the board.

The Chair stressed the importance of Board members attending and actively participating in meetings. Everyone is welcome to join

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committee meetings if interested. It's important to review the meeting package ahead of time, as Hub discussions are important.

The Chair stressed the importance of maintaining collaborative discussions and working together, expressing confidence in Board members. These discussions should be happening at the Board level, not solely at council meetings. There are scheduled meetings to address questions or concerns.

The Chair is hopeful we can improve our relationship with council and reassure them that the Board is trustworthy and capable.

## **14.2 Community & Governance**

### **14.2.1 Announcements**

The second-anniversary celebration for the Holly location will take place on August 9<sup>th</sup>, from 10 AM to 12 PM. An invitation will be sent to the Board.

The Dragon Boat Festival is scheduled for August 17<sup>th</sup>. Due to planned construction at Heritage Park, team registration was capped at 36 teams.

### **14.2.2 Ontario Library Service (OLS) Update (M. Little)**

M. Little shared highlights from OLS sessions.

There was a session on intellectual freedom issues.

Kitchener Public Library is building a net-zero library.

## **15. Report of the Chair – Verbal Report**

There was some concern from the public around a recent meeting room booking. The Chair thanked the CEO for keeping the Board in the loop. The CEO confirmed the booking complied with our policy. The mayor and one MPP also commented on the booking and stated the library has its own policies.

The Chair congratulated the marketing team for receiving the John Cotton Dana Award. The Chair also commended the Library for receiving recognition from the United Way for the Community Navigator pilot program and applauded the volunteers who received 2024 Ontario Service Awards for their years of service.

The Board is sorry to hear that S. Sydor and A. Schroeder are leaving BPL for other opportunities and thanked them for all their work and years of service.

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## **16. Date of Next Board Meeting**

Thursday, September 26, 2024 7:00 pm

## **17. Adjournment**

The meeting was adjourned at 9:21 pm