

King Township Public Library Board Meeting  
APPROVED MINUTES – May 16, 2023  
King City Library Branch

Board Present:	Aleisha Richards (C), Caroline Anderson, Irene deGeus, Patti Skrypek, Mayor Steve Pellegrini, Councillor David Boyd, Councillor Jordan Cescolini
Staff Present:	Adele Reid, Kelley England, Kate Gibson, Domenica Lollo
Regrets:	Rose Grimaldi, Michael Tedesco (FC), Danielle Donadio (VC)
Absent:	Ø
Guests:	Steve Langlois – Monteith Brown

1. **Meeting commenced at 6:38 (Quorum not met, however presentation by Steve Langlois of Monteith Brown proceeded as planned, as decided upon by the members present)**  
  
**Presentation – Monteith Brown – Amendment to the Facilities Master Plan - Nobleton**  
  
 Mr. Langlois reviewed the amended Nobleton Master Facilities Plan, with findings that support the need for a new library branch in Nobleton, replacing the existing building on a new site. This work has been undertaken given Council’s endorsement of a draft concept of a municipal campus, and the opportunity to move the Nobleton branch to such a site. The amended FMP report is an update of the 2014 FMP with 2022 population forecasts. This will provide background for the Board on community growth and recommended library spaces and amenities to serve that population, which will help inform the Board in the event that it is put in the position to make decisions on the future of the branch.  
  
**Motion 2023-05-01: Monteith Brown Presentation**  
*Moved by Irene deGeus, seconded by Councillor David Boyd, that the Board receive the presentation for information, as presented. Carried.*  
  
 ➤ *Mayor Pellegrini exited the meeting at 7:00 p.m.*
2. **Call to Order**  
 Chair Aleisha Richards called the meeting to order at 7:25 p.m.
3. **Approval of the Agenda**  
  
**Motion 2023-05-02: Board meeting agenda**  
*Moved by Councillor Jordan Cescolini, Councillor David Boyd, that the Board approve the agenda as presented. Carried.*
3. **Declarations of Conflict of Interest – Ø**

4. **Approval of the Board meeting minutes – April 18, 2023**

**Motion 2023-05-03: Board meeting minutes – April 18, 2023**

*Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive and approve the meeting minutes as presented. Carried.*

5. **Business Arising from the Minutes**

5.1 **Board Committees Discussion and the Election of Members for these Committees**

**Discussion**

CEO Adele Reid recommended an election for Standing Committees go forward, together with the election of a Representative for the OLS Board Assembly. All Board members agreed that all Standing Committee members elected will remain in their position for a full year and be reviewed annually. Ad-hoc committees will be created and dissolved as deemed necessary by the Board, throughout their term. Special ad-hoc committees may include an CEO Evaluation committee, a design committee, etc.

**Elections**

With this, the CEO called for volunteers of the Standing Committees. A Representative and Committee Members were selected as required, and are as follows:

Ontario Library Services Board Assembly Representative: Caroline Anderson

Policy Committee Members: Irene deGeus

Patti Skrypek

Advocacy Committee Members: Patti Skrypek

Rose Grimaldi

Danielle Donadio

**Motion 2023-05-04: Open nominations for the Standing Committees Members**

*Moved by Councillor David Boyd, seconded by Caroline Anderson that the Board accept the new members/representatives of these standing committees/positions, as designated. Carried.*

5.2 **Completion of Safety and AODA online training**

Adele Reid reminded all new Board members that they are required to complete the Safety and AODA online training. Links to the training are currently provided on the Board Portal – Mandatory Training. A copy of the completion certificate should be forwarded to Adele Reid or Domenica Lollo.

6.	<b>New Business</b>
6.1	<p><b>Results of the Citizen Survey</b></p> <p>The CEO was pleased to share that KTPL was voted the #1 rated community service in the Township of King's 2023 Citizen Survey, with a 97% service rating. Staff were acknowledged for their continuous outstanding level of customer service and the public was thanked for voting for KTPL as a highly valued community service with a message placed on our website banner.</p>
7.	<b>Correspondence</b>
7.1	<b>Correspondence Received – Phyllis Vernon</b>
7.2	<p><b>Correspondence Received – York Region Census Data</b></p> <p><b>Miscellaneous Correspondence</b></p> <p><b>Motion 2023-05-05: Correspondence</b></p> <p><i>Moved by Irene deGeus, seconded by Councillor Jordan Cescolini, that the Board receive the correspondence as presented. Carried.</i></p>
8.	<b>Reports</b>
8.1	<p><b>2023 Annual Business Goals – Q1 Update</b></p> <p>Adele Reid provided an update on the Annual Business Goals. This Annual Business Goals update, which ties directly to the Strategic Plan, is based on the three pillars: People, Spaces and Connections, and concludes that all business goals are on track. The CEO emphasized that some modifications/updates may be required to the reporting on this document as it remain unchanged since the last CEO reporting.</p> <p><b>Motion 2023-05-06: 2023 Annual Business Report – Q1 Update</b></p> <p><i>Moved by Councillor Jordan Cescolini, seconded by Councillor David Boyd, that the 2023 Annual Business Goals – Q1 Update is accepted and received for information as presented. Carried.</i></p>
9.	<b>Policy Review and Updates</b>
9.1	<p><b>Recommendation to Pause COVID-19 Vaccination Policy (HT-TBD)</b></p> <p><b>Policy # HR-TBD COVID-19 Vaccination Policy</b></p> <p>Adele Reid informed the Board members that this COVID-19 Vaccination policy has been in place since 2021. Recently (April) the Township of King decided to suspend this policy, and since we have remained consist with the Township on pandemic related protocols, the CEO recommended that we do the same. Suspending versus cancelling will allow a rapid re-introduction if required. Councillor David Boyd agreed that it would be appropriate to follow suit with the direction the Township is going in with this policy.</p>

**Motion 2023-05-07: Pause – COVID-19 Vaccination Policy**

*Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive and approve the pausing of policy #HR-TBD COVID-19 Vaccination Policy, as presented. Carried.*

➤ *Councillor David Boyd exited the meeting at 7:40 p.m.*

**10. Information**

**10.1 N6+1 – Orientation Session Report**

The report, presented by the CEO, summarized the feedback and recommended next steps from Board members who attended the April 22<sup>nd</sup>, 2023 N6+1 Board Orientation.

The general consensus of the debrief attendees was that the content of the session was valuable, recommending a repeat of such sessions for future Boards and the encouragement of both new and returning members to attend.

**10.2 Proposal: Revised Reporting Schedule**

Adele Reid informed the Board that a review of content and timing of staff reporting to the Board is currently underway. Board members should anticipate a new schedule of quarterly reporting, i.e., departmental and statistics reports, which will reduce the volume the Board must review prior to meetings and enable focus on those topics.

**10.3 FLAP Canada**

CEO Adele Reid was visited by a representative from FLAP (Fatal Light Awareness Program) Canada, a registered Canadian charity widely recognized as the top authority on the bird-building collisions and whose prime concern is to keep birds safe and alive. They have completed analyses and consultations with several large corporations and are encouraging KTPL to consider the addition of a bird-safe window film or treatment as a measure to reduce the bird-building collisions.

The Board agreed that while this is a concern for all of us, the current number of collisions is very limited. Councillor Cescolini suggested we start tracking all incidents of bird collisions and revisit the issue if there is cause for concern.

**Motion 2023-05-08: Reports – May 2023**

*Moved by Councillor Jordan Cescolini, seconded by Patti Skrypek, that the Board receive all reports for information as presented for May 2023. Carried.*

**11. Member Announcements**

- **Aleisha Richards** shared that she and the Library CEO Adele Reid recently attended a Concerned Citizens of King Township meeting on Tuesday, May 9<sup>th</sup>, and participated in a great advocacy presentation by the Oak Ridges Moraine Land Trust (ORMLT). Aleisha suggested we connect with the presenter to assist us as we start to build the library's plan for advocacy. The CEO will reach out to the presenter and attempt to arrange a meeting with our newly appointed Advocacy Committee.
- **Patti Skrypek** informed the Board of an upcoming fundraising event in support of 'Christmas in King'. A Yuk Yuk's comedy night at the Kingsbridge Centre is scheduled for September 23<sup>rd</sup>, with a limited number (200) of tickets going on sale August 23.

**12. Adjournment**

**Motion 2023-05-09: Adjournment**

Moved by Irene deGeus, seconded by Councillor Jordan Cescolini, that the Board meeting be adjourned. Carried.

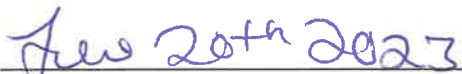
The meeting adjourned at 8:05 p.m.



**Board Chair**



**Chief Executive Officer**



**Date**