



King Township Public Library Board Meeting
MINUTES – December 13, 2022
Virtual Meeting

Board Present:	Aleisha Richards (Chair), Phyllis Vernon, Irene deGeus, Rose Grimaldi, Mayor Steve Pellegrini, Councillor Jordan Cescolini
Staff Present:	Adele Reid, Kelley England, Kate Gibson, Domenica Lollo
Regrets:	Councillor David Boyd
Absent:	∅
Guests:	∅

1.	Call to Order Board Chair Aleisha Richards called the meeting to order at 6:02 p.m.
2.	Agenda
2.1	Approval of the Agenda Motion 2022-12-01: Board meeting agenda <i>Moved by Rose Grimaldi, seconded by Irene DeGeus, that the Board receive and approve the meeting agenda as presented. Carried.</i>
2.2	Declarations of Conflict of Interest – ∅
2.3	Approval of the Board meeting minutes – November 15, 2021 Motion 2022-12-02: Board meeting minutes – November 15, 2021 <i>Moved by Mayor Steve Pellegrini, seconded by Rose Grimaldi, that the Board receive and approve the meeting minutes as presented. Carried.</i>
3.	Business Arising from the Minutes
3.1	Art Exhibition at King City Branch The Manager of Community Engagement & Marketing, Kelley England, and Acting CEO Adele Reid met with members of Art Society King (ASK) Michele McNally and Kathleen Rogers last week. A very informative discussion took place which included the logistics of hosting an art exhibition at the King City Library. They provided a wealth of advice and informed her that while they have access to the ASK community of artists, there are still many artists within King Township who are not members of the society. Ms. England plans to work with ASK to create synergies within the art community of King to spread the word that the Library is a safe and central location within our community to exhibit their art work. One such artist is Lynne Wilson, who has already shown great interest in partnering with the Library for an exhibition of her artwork.

		In the coming weeks Ms. England and her team will work on a schedule and development plan for this new initiative coming in 2023 to the King City Library branch.
	3.2	Update – New Board Member Recruitment The deadline is tomorrow for any community residents who have an interest (and the required skills) to be on the Library Board. Ms. Reid informed the Board that seven applications have been received to date. Any standing Board members interested in returning to serve on the Library Board for another term were reminded to submit their application before the deadline. Ms. Reid will email all Board members the required link to information related to applying.
4.		Correspondence
	4.1	Received – AODA Desk Audit
	4.1.1	Received – AODA Desk Audit Checklist
	4.2	Response – AODA Desk Audit
	4.2.1	Response – AODA Desk Audit Checklist
	4.3	Received – FOPL OLA Bill 23
		Miscellaneous Correspondence
		Motion 2022-12-03: Correspondence
		<i>Moved by Councillor Jordan Cescolini, seconded by Mayor Steve Pellegrini, that the Board receive the correspondence as presented. Carried.</i>
5.		Financial Reports – ∅
6.		Policy Review and updates – ∅
7.		Staff Reports
	7.1 –	Community Engagement & Marketing; Administrative & Branch Services; and Content
	7.3	& Information Technology Reports
		The Community Engagement & Marketing; Administrative & Branch Services; and the Content & Information Technology Reports for the period October 15, 2022 – November 11, 2022, were presented by the respective managers.
	7.4	CEO Report (Verbal)
		Acting CEO Adele Reid reported that the 2023 Business Plan has been submitted to the Township’s Director of Finance. This 2023 Business Plan will be the main driver for the impending 2023 Budget review process. Additionally, Ms. Reid informed the Board that the 2023-2026 Strategic Plan is now complete and ready to rollout in the new year. Our new strategic plan includes a very focused Vision (Access to Information Opens Doors), Mission (We provide access to information, entertainment and community spaces) and Values (Welcoming, helpful and friendly) and by making our entire staff compliment aware of these goals we are creating an increased sense of responsibility throughout the organization that will assist in the rollout process. With this, a staff event will be held on January 23, 2023, where staff will become educated in and informed of this plan and all of its facets to ensure a successful rollout to the community.

Ms. Reid also advised the Board that all major projects included in the 2022 Business Plan have been successfully completed. This includes: the planning and development of a Strategic Plan; the implementation of the Performance, Development and Recognition Program; expanding operational hours; the return of in-person programming; launch of the Make-it Lab; development of an inventory process for furniture, IT equipment, library holdings and office supplies; A thorough marketing plan and service level agreement; and the review/creation of over 30 Board Policies.

Finally, Ms. Reid was pleased to share that the year will close with a \$30-40K surplus, leveraged primarily from the vacant CEO position.

Motion 2022-12-04: Staff Reports – December 2022

Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive all staff reports for information as presented for December 2022. Carried.

8. New Business

8.1 KTPL 2021 Annual Report

Manager of Community Engagement and Marketing, Kelley England was pleased to share the news that the 2021 Annual Report is now complete. Due to the resignation of the former CEO Ashley Nunn-Smith in June 2021 and some graphic design glitches, this report which is normally available in late summer was slightly overdue.

9. Adjournment


Motion 2022-12-05: Adjournment

Moved by Mayor Steve Pellegrini, seconded by Councillor Jordan Cescolini, that the Board meeting be adjourned. Carried.

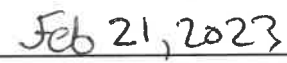
The meeting adjourned at 6:41 p.m.



Board Chair



Chief Executive Officer



Date