



**King Township Public Library Board Meeting**  
**MINUTES – March 21, 2023**  
**Schomberg Library Branch**

Board Present:	Caroline Anderson, Danielle Donadio, Patti Skrypek, Aleisha Richards, Irene deGeus, Rose Grimaldi, Mayor Steve Pellegrini, Councillor David Boyd
Staff Present:	Adele Reid, Kelley England, Kate Gibson, Domenica Lollo
Regrets:	Michael Tedesco, Councillor Jordan Cescolini
Absent:	∅
Guests:	∅

<b>1.</b>	<b>Call to Order</b> Acting CEO Adele Reid called the meeting to order at 6:06 p.m.
<b>2.</b>	<b>Agenda</b>
<b>2.1</b>	<b>Approval of the Agenda</b>
	<b>Motion 2023-03-01: Board meeting agenda</b> <i>Moved by Patti Skrypek, seconded by Aleisha Richards, that the Board approve the agenda as presented. Carried.</i>
<b>3.</b>	<b>Declarations of Conflict of Interest – ∅</b>
<b>4.</b>	<b>Election of the Executive - Discussion and Pending Elections</b>  Acting CEO Adele Reid reviewed the various Executive Board positions available and expected duties. With this, the Board members mutually agreed to delay the election of all Board Executive positions until the next meeting in order to allow members an opportunity to consider these positions and to fully review the responsibilities of each of these imperative roles.  Additionally, Board members agreed that it would be best suited for this Board to have all Board Executives maintain a term of 1 year. By-Law #BL-02, Composition of the Board will be amended to reflect this, and consequently #BL-02 will more accurately correspond and be in accordance with the current By-Law # BL-03, <i>Terms and References of the Officers, Sections 1, 2 and 3</i> , which already states one year.
<b>5.</b>	<b>Approval of the Board meeting minutes – February 21, 2023</b>
	<b>Motion 2023-03-02: Board meeting minutes – February 21, 2023</b> <i>Moved by Aleisha Richards, seconded by Caroline Anderson, that the Board receive and approve the meeting minutes as presented. Carried.</i>

6. **Business Arising from the Minutes**

**IN CAMERA SESSION – Personnel matters about an identifiable person**

**Motion 2023-03-03: Board recessed into closed session at 6:37 p.m.**

*Moved by Councillor David Boyd, seconded by Mayor Steve Pellegrini, that the Board meeting recess into closed session to discuss personnel matters about an identifiable person. Carried.*

**Motion 2023-03-04: Board meeting reconvened at 6:59 p.m.**

*Moved by Danielle Donadio, seconded by Councillor David Boyd, that the Board meeting reconvene. Carried.*

**Motion 2023-03-05: CEO Appointment by the Board**

*Moved by Councillor David Boyd, seconded by Aleisha Richards, with all Board members in favour and in agreement that the current Acting CEO Adele Reid be appointed as the new Chief Executive Officer of the King Township Public Library. Carried.*

7. **Correspondence**

7.1 **Correspondence received from AODA**

7.2 **Correspondence received from Library Patron**

After CEO Adele Reid shared the very positive patron correspondence, Councillor David Boyd was pleased to inform Board members that in a recent King Township Survey, King Township Public Library received an 81% approval rating as a community service, coming in second behind the King Township Fire Department at 100%.

**Miscellaneous Correspondence**

**Motion 2022-03-06: Correspondence**

*Moved by Rose Grimaldi, seconded by Aleisha Richards, that the Board receive the correspondence as presented. Carried.*

8. **Financial Reports**

8.1 **2022 Year End Financial Report**

CEO Adele Reid reviewed the 2022 Year End Financial Report and Statement. Board members requested additional time to review and provide input on the information reported.

**Motion 2023-03-07: 2022 Year End Financial Report – Deferred to April 17, 2023 meeting**

*Moved by Patti Skrypek, seconded by Aleisha Richards, that the approval of the 2022 Year End Financial Report and Statement be deferred until the April 2022 Board meeting. Carried.*

9. **Policy Review and updates – Ø**

10. **Information - Staff Reports**

10.1 **Community Engagement & Marketing; Administrative & Branch Services; and Content & Information Technology Reports**

10.3 The Community Engagement & Marketing; Administrative & Branch Services; and the Content & Information Technology Reports for the period February 18, 2023 – March 17, 2023, were presented by the respective managers.

10.4 **CEO Report (Verbal)**

CEO Adele Reid highlighted the success of the 2023 March Break as not only being the first in-person post-pandemic, but also the first experience of such a busy period for most of the staff. She extended compliments to Kelley and her team for a job well done. She also noted that the participation in the events also led to the registration of 50 new library users.

Ms. Reid reported that she met with a number of Board members prior to the March meeting, taking the opportunity to discuss their impressions of KTPL and their objectives/visions in their Board role. These sessions were invaluable and she will continue to schedule more in the future, but emphasized that awaiting such a session is not required, as she is always available to connect with Board members by phone, email or in person.

For the first time ever, KTPL will be participating in the 2022 Public Sector Salary Disclosure (informally known as the “Sunshine list”), with 3 staff meeting the \$100,000 salary threshold that requires inclusion on this list. While the Ministry of Tourism, Culture and Sport (MTCS), who legislates public library services, advised that as KTPL does not receive over \$120,000 in provincial funding, it did not meet the threshold to participate, given the Township meets the threshold and is KTPL’s primary funder, it becomes subject to interpretation. Currently, about 50% of public libraries are included. The MTCS advised that clarifying the interpretation would require a court-based decision. In discussion with the Township’s CAO and Director of Finance, given that we are primarily funded by the municipality and with the objective of financial transparency for our community, it was decided that KTPL will commence providing this information for public disclosure.

**Motion 2023-03-08: Staff Reports – March 2023**

*Moved by Caroline Anderson, seconded by Irene deGeus, that the Board receive all staff reports for information as presented for March 2023. Carried.*

11. **Member Announcements**

➤ **Patti Skrypek** shared information related to Art Society King events:

- The Youth & Arts Exhibit is being held at the King Township Municipal Centre and features artwork created by local King area secondary school students (March 9 – April 13, 2023).
- *Studio Tour King* is being held the weekend of April 22-23 event at the King Heritage and Cultural Centre.
- *You do You* – an art exhibition in recognition of Pride season will be held at the King Heritage and Cultural Centre from June 3 – August 12, 2023.

- **Aleisha Richards** reminded everyone that gardening season is upon us and to please be sure to support the many wonderful garden centres/nurseries (and all small businesses) across King Township, specifically Connon Garden Centre on Hwy.9, which also has an amazing winter farmers' market every Saturday morning, until April 1, 2023.

## 12. New Business

### 12.1 New Reciprocal Borrowing Agreement with New Tecumseth

All Board members approved the reciprocal borrowing agreement between New Tecumseth Public Library and King Township Public Library.

#### **Motion 2023-03-09: Reciprocal Borrowing Agreement with New Tecumseth**

*Moved by Caroline Anderson, seconded by Danielle Donadio, that the King Township Public Library accept and approve the reciprocal borrowing agreement with New Tecumseth Public Library, as presented. Carried.*

### 12.2 Board Meetings – Future date, start times, locations

Board members expressed an interest in changing the start time of all future Board meetings from 6:00 p.m. start to 6:30 p.m. start. The current frequency of meeting being held every 3<sup>rd</sup> Tuesday of the month, for a total of 10 meetings per year, will remain unchanged.

#### **Motion 2023-03-10: Amendment to the Start time of future KTPL Board meetings**

*Moved by Rose Grimaldi, seconded by Aleisha Richards, that the Board amend the start time of all future KTPL Board meeting to 6:30 p.m. Carried.*

### 12.3 New Board Orientation – Part 2

CEO Adele Reid continued the presentation and discussion related to the second part of Board orientation, which primarily focused on the new 2023-2026 Strategic Plan. A summary of the Mission, Vision and Values was presented and were represented as the primary drivers of this strategic plan:

**Vision:** Access to Information Opens Doors

**Mission:** We provide access to information, entertainment and community spaces

**Values:** Welcoming, Helpful, Friendly

A copy of this orientation presentation (Part 2) has been loaded to the Board Portal for your information and reference.



13. **Adjournment**

**Motion 2023-03-11: Adjournment**

*Moved by Aleisha Richards, seconded by Patti Skrypek, that the Board meeting be adjourned. Carried.*

The meeting adjourned at 8:33 p.m.



**Board Chair**



**Chief Executive Officer**

*April 27<sup>th</sup> 2023*

**Date**