

King Township Public Library Board Meeting
MINUTES – February 21, 2023
King City Library Branch

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

1.		Call to Order Acting CEO Adele Reid called the meeting to order at 6:14 p.m.
2.		Agenda
	2.1	Approval of the Agenda Motion 2023-02-01: Board meeting agenda <i>Moved by Aleisha Richards, seconded by Irene deGeus, that the Board amend and approve the agenda as presented. Carried.</i>
3.		Declarations of Conflict of Interest – Ø
4.		Round table introduction of Board Members & Senior Staff
5.		Election of the Board Chair Election of the Board Chair was deferred as not all members in attendance given virtual session was understood to be but not available. This activity will be addressed at the next meeting, March 21, 2023.
6.		Approval of the Board meeting minutes – December 13, 2022 Motion 2023-02-02: Board meeting minutes – December 13, 2022 <i>Moved by Rose Grimaldi, seconded by Aleisha Richards, that the Board receive and approve the meeting minutes as presented. Carried.</i>
7.		Business Arising from the Minutes
	7.1	Recent <i>In-camera</i> session All matters related to the subject of the February 2, 2023 <i>In-Camera</i> session have concluded and within amounts presented to the Board at that time.
8.		Correspondence – Ø

9.		Financial Reports
	9.1	Financial Update for 2023 (Verbal) Acting CEO Adele Reid informed the Board members that 2022 financials are being finalized for the year and initial numbers show an underspend of approximately \$60K, primarily associated to staffing vacancies during 2022. This work is in preparation for the upcoming external audit of 2021 and 2022 financial activity, commencing the week of March 13, 2023.
10.		Policy Review and updates
	10.1	Policy Cover Report
	10.2	OP-13 – Accessibility
	10.3	BL-02 – Composition of the Board
		Motion 2023-02-03: Policy Review – OP-13 & BL-02 Composition of the Board <i>Moved by Councillor Jordan Cescolini, seconded by Patti Skrypek, that the Board receive and approve the updated policies #OP-13 – Accessibility and #BL-02 – Composition of the Board, as presented. Carried.</i>
11.		Staff Reports
	11.1 – 11.3	Community Engagement & Marketing; Administrative & Branch Services; and Content & Information Technology Reports The Community Engagement & Marketing; Administrative & Branch Services; and the Content & Information Technology Reports for the period December 10, 2022 – February 17, 2023, were presented by the respective managers.
	11.4	CEO Report (Verbal) Acting CEO Adele Reid reviewed many of the management teams' accomplishments over the past year including the completion of the 2023 Business Plan and the Council approved 2023 Budget. Management staff are using the 2023 Business plan to tie Strategic Plan objectives into the 2023 Performance, Development and Recognition Program (PDRP) for all staff. Following the municipal election in October 2022, Ms. Reid initiated calls to all newly elected councillors and arranged to meet with them and tour the branches. Councillors were pleased to hear about our operations and these sessions gave them the opportunity to clarify Library funding and program change requests for 2023. Both Councillors Asselstine and Anstey strongly articulated their support for the library and its role in the community. Lastly, as part of her ongoing responsibilities, Ms. Reid represented KTPL, accompanied by Board members, at the Township's first in-person open house on January 17, 2023, where citizens had the opportunity to review and provide input on the 2023 Draft Budget. She also presented to Council as part of the Budget Review process at the January 23 rd Committee of the Whole session, and is pleased to report that the Library's 2023 Funding request and Program Changes were approved as submitted.

Motion 2023-02-04: Staff Reports – February 2023

Moved by Irene deGeus, seconded by Rose Grimaldi, that the Board receive all staff reports for information as presented for February 2023. Carried.

12. Member Announcements

- **Patti Skrypek** shared information related to an event at the King Heritage and Cultural Centre. *Stereotype Smash* opened on Saturday, January 14 and will close on Saturday, March 18, 2023. Displaying the art of 39 established and emerging artists, the exhibit contains entries from King Township, the GTA and as far away as the Maritimes.
- **Aleisha Richards** invited everyone to the United Church's Annual Spaghetti Dinner on Friday, February 24, 2023.
- **Adele Reid** reminded all Board members of the upcoming Board Members Orientation and Training day being held at the Sports Complex - East Gwillimbury on Saturday, April 22, 2023. Please be sure to RSVP by March 15 - all Board members are encouraged to attend.

13. New Business

13.1 New Board Orientation – Who are we & why do we exist?

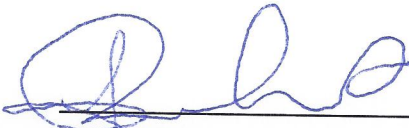
Adele Reid presented the new Board members with a comprehensive orientation and information session related to their positions as KTPL Board members. The presentation was part one of an overview and will be completed at the next Board meeting in March, where an outline of the new 2023-26 Strategic Plan and a 2023 Budget/financial review will be reviewed.

14. Adjournment

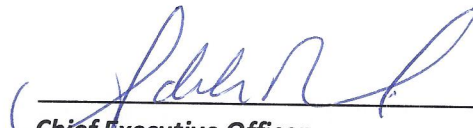
Motion 2023-02-05: Adjournment

Moved by Aleisha Richards, seconded by Councillor Jordan Cescolini, that the Board meeting be adjourned. Carried.

The meeting adjourned at 8:27 p.m.



Board Chair



Chief Executive Officer

APRIL 17, 2023

Date