

**King Township Public Library Board Meeting**  
**MINUTES – Tuesday, January 19, 2021**  
**Virtual Meeting**

Board Present:	Michael Presta, Aleisha Richards, Councillor David Boyd, Councillor Jordan Cescolini, Phyllis Vernon, Irene deGeus
Staff Present:	Rona O’Banion (CEO), Adele Reid, Kelley England, Kate Gibson, Domenica Lollo
Regrets:	
Guests:	Mayor Steve Pellegrini, Daniel Kostopoulos

1.	<b>Call to Order</b> Chair Michael Presta called the meeting to order at 6:01 p.m.
2.	<b>Agenda</b>
2.1	<b>Approval of the Agenda</b>  <b>Motion 2021-01-01: Agenda</b>  <i>Moved by Councillor David Boyd, seconded by Phyllis Vernon, that the agenda be approved as amended, to advance the discussion of item 8.1 on the Agenda – In Camera Session, to deal with matters related to an identifiable individual(s) and/or labour relations or employee negotiations. Carried.</i>
2.2	<b>Declarations of Conflict of Interest</b> Ø
2.3	<b>Approval of the minutes from December 15, 2020</b>  <b>Motion 2021-01-02: Minutes from December 15, 2020</b>  <i>Moved by Aleisha Richards, seconded by Irene deGeus, that the minutes be received and approved as presented. Carried.</i>
3.	<b>New Business (As amended)</b>
3.1	<b><i>IN CAMERA SESSION</i> – To deal with matters related to an identifiable individual(s) and/or labour relations or employee negotiations – Previously Item # 8.1</b>  <b>Motion 2021-01-03: Board to recess into a closed session at 6:07 p.m.</b>  <i>Moved by Aleisha Richards, seconded by Councillor Jordan Cescolini that the Board recess into a closed session to discuss matters related to an identifiable individual(s), and/or labour relations or employee negotiations. Carried.</i>

**Motion 2021-01-04: Regular Board meeting to reconvene at 8:04 p.m.**

*Moved by Aleisha Richards, seconded by Phyllis Vernon that the January 2021 KTPL Board meeting reconvene. Carried.*

**Motion 2021-01-05: Delegated Authority & CEO Recruitment Process**

*Moved by Councillor David Boyd, seconded by Irene deGeus that the Board:*

- 1. Formally accept the resignation of the current KTPL Library CEO, Rona O'Banion [Action not completed – to be revisited at February 16, 2021 meeting, as a Correspondence item],*
- 2. Postpone the appointment of an acting/interim CEO to the February 16, 2021 Board meeting, in order to further explore options and instead, delegate signing authority to the current Library Management team to ensure smooth Library operations,*
- 3. Invite the Township CAO to the February 16, 2021 Board meeting to provide his recommendations regarding the option to appoint a Township Director as Acting Library CEO and to further clarify how the Township HR Department can assist in the Library CEO recruitment process.*

*Carried.*

3.	<b>Business Arising from the Minutes</b>
3.1	<b>2021 Draft Budget – see Item 5.1 below</b>
4.	<b>Correspondence</b> Ø
5.	<b>Finance Reports</b>
5.1	<b>2021 Draft Budget – Cost Reduction Items</b> <p>The Board agreed and approved that three items from the 'Cost Reduction Items' presented will be submitted to the Township, as requested by the CAO. These items include: 1. Delay transition to Township hosting of KTPL email, 2. Delay Nobleton facilities/furnishings update project, and 3. Eliminate Sunday 1-4 Service Hours (Oct-May).</p> <p><b>Motion 2021-01-06: 2021 Draft Budget – Cost Reduction Items</b></p> <p><i>Moved by Councillor David Boyd, seconded by Aleisha Richards, that the 2021 Draft Budget – Cost Reduction Items:</i></p> <ol style="list-style-type: none"><li><i>1. Be received for information as presented,</i></li><li><i>2. That the three cost reduction items identified and agreed to by the Board be shared with the Township CAO, as requested.</i></li></ol> <p><i>Carried.</i></p>
6.	<b>Policy Review &amp; Development</b> Ø

7.		<p><b>Staff Reports</b></p> <p><b>7.1 Programming, Community Engagement &amp; Marketing, Administrative &amp; Branch Services and – Content &amp; Information Technology Reports</b></p> <p><b>7.3</b> The Programming, Community Engagement &amp; Marketing, the Administrative &amp; Branch Services and the Content &amp; Information Technology Reports for the period of December 12, 2020 – January 15, 2021 were presented by the respective managers and received for information.</p> <p><b>Motion 2021-01-07: Staff Reports – January 2021</b></p> <p><i>Moved by Aleisha Richards, seconded by Phyllis Vernon, that the Board receive all staff reports as presented for January 2021. Carried.</i></p>
8.		<p><b>New Business</b></p> <p>Ø - Moved to item #3.1</p>
9.		<p><b>Adjournment</b></p> <p><b>Motion 2021-01-08: Adjournment</b></p> <p><i>Moved by Aleisha Richards, seconded Irene deGeus, that the meeting be adjourned. Carried.</i></p> <p>The meeting adjourned at 8:20 p.m.</p>

  
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**Chair**

  
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**Acting Chief Executive Officer**

February 17, 2021 | 4:29 PM EST

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**Date**