



King Township Public Library Board Meeting
MINUTES – Tuesday, October 20, 2020
Virtual Meeting

Board Present:	Michael Presta, Aleisha Richards, Councillor David Boyd, Phyllis Vernon, Councillor Jordan Cescolini, Irene deGeus
Staff Present:	Rona O’Banion (CEO), Adele Reid, Kelley England, Kate Gibson, Domenica Lollo, Mark Cornell
Regrets:	∅
Guests:	Councillor Avia Eek
Residents/ Deputants:	Don and Adrienne Rupke

1. **Call to Order**
Chair Michael Presta called the meeting to order at 6:03 p.m.
2. **Agenda**
 - 2.1 **Approval of the Agenda**

Motion 2020-10-01: Agenda

Moved by Councillor David Boyd, seconded by Irene deGeus, that the agenda be approved. Carried.
 - 2.2 **Declarations of conflict of interest**
∅
 - 2.3 **Approval of the minutes from September 15, 2020**

Motion 2020-10-02: Minutes from September 15th, 2020

Moved by Aleisha Richards, seconded by Councillor Jordan Cescolini, that the minutes be received and approved as presented. Carried.
3. **Business Arising from the Minutes**
 - 3.1 **Library Service for the Ansnorveldt Community**

After a year-long deliberation about how to retain sustainable, fiscally responsible library service in Ansnorveldt, the Board indicated their support for the staff recommendation to transition the branch to a book depot, offering a ‘Self-serve Holds Pickup’ service.

This new service model will provide library users (18+ yrs.) 24/7 access to the building to collect requested materials. Library materials will be delivered on a weekly basis, and returns will continue to be accepted via the drop box.

While Councillor Eek lamented the decision to close the Ansnorveldt branch, she was pleased to hear that alternative service levels have been established and will be implemented. Ansnorveldt residents Don and Adrienne Rupke expressed their disappointment regarding the loss of in-person customer service and readers advisory.

Additionally, Councillor Eek requested clear communication explaining the new service model to all active users. The CEO assured everyone that staff would support all interested residents through the transition and a communication strategy would be part of the roll-out.

The CEO also clarified that the Library will continue to offer Wi-Fi service out of the building, which can be accessed for free by anyone located around the perimeter of the building.

Motion 2020-10-03: Library Service for the Ansnorveldt Community

Moved by Phyllis Vernon, seconded by Irene deGeus, that the KTPL Library Board:

- 1) Receive the report on Library Service in the Ansnorveldt Community;*
- 2) Approve 'Self-serve Holds Pickup' as the future service model for the Ansnorveldt Community with an upper limit annual operating budget of \$10,000, to go into effect in early 2021 once the facility has been properly retrofitted*
- 3) Approve reserving \$20,000 from the Library's 2020 anticipated budget surplus to fund, if necessary, the required facility retrofitting costs.*

Carried.

3.2 Update on King City Library Project & Board Tours – Verbal

The CEO was very pleased to announce that the move into the new library branch has finally happened and staff are settling. Many contractors/sub-trades are still on site, since we only have partial occupancy.

Plans to integrate the temporary King City Library collection will occur once the construction fencing has been removed. Subsequent to this, curbside pickup will be reinstated at the permanent location.

Additionally, 'COVID-19 complaint' tours of the new facility will be available to the public (small groups/family bubbles) once construction fencing has been removed and contractors are offsite. Board members interested in touring the new library branch are asked to reach out to the CEO or Kelley England to arrange a tour.

3.3 COVID-19 Phase 2 Stage 3 Library Reopening Plan - Verbal

Since the infection rates in York Region continue to climb, the decision at last night's King Township Council meeting was to retain the status quo. Therefore, libraries will continue to offer curbside pickup only for the time being and the Nobleton branch opening has been postponed for the moment.

4.	Correspondence
4.1	Received from Osin Foundation Re: Annual Donation
4.2	Sent to Osin Foundation Re: Thank you for Annual Donation
4.3	Sent to King Christian School Re: In-memoriam Donation
	Motion 2020-10-04: Correspondence
	<i>Moved by Aleisha Richards, seconded by Irene deGeus, that the Board receive the correspondence as presented. Carried.</i>
5.	Finance Reports
5.1	Monthly Financial Report to September 30 & Year-to-date Financial Statement
	Adele Reid reviewed the Financial report for September and reported on the year-to-date financial statement.
	Motion 2020-10-05: Monthly Financial Report to September 30, 2020 & Year-to-date Financial Statement
	<i>Moved by Councillor Jordan Cescolini, seconded by Aleisha Richards, that the monthly financial reports and year-to-date financial statement be received for information as presented. Carried.</i>
6.	Policy Review & Development
6.1	Ø
7.	Staff Reports
7.1	Programming, Community Engagement & Marketing Report
7.4	The Programming, Community Engagement & Marketing report, the Administrative & Branch Services report, the Content & Information Technology report and the System-wide Statistics report (for the period of September 12 – October 16, 2020) were presented by the respective managers and received for information.
	Motion 2020-10-06: Staff Reports – October 2020
	<i>Moved by Councillor David Boyd, seconded by Phyllis Vernon, that the Board receive all staff reports as presented for October 2020. Carried.</i>
8.	New Business
8.1	2021 Statutory Holiday Schedule & Library Closures
	The Board reviewed the 2021 Statutory Holiday Schedule & Library Closures and following a discussion regarding how to treat Remembrance Day, decided to approve all the proposed dates as presented.
	Motion 2020-10-07: 2021 Statutory Holiday Schedule & Library Closures
	<i>Moved by Irene deGeus, seconded by Phyllis Vernon, that the Board receive and approve the 2021 Statutory Holiday Schedule and Library Closures as presented. Carried.</i>
8.2	Mobile Printing Demo
	The Systems and Digital Services Librarian Mark Cornell, demonstrated a new mobile printing service, allowing members of the public to send remote requests for printouts to the library through a website form from anywhere.

9. **Adjournment**

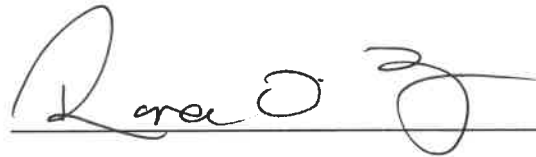
Motion 2020-10-08: Adjournment

*Moved by Aleisha Richards, seconded by Phyllis Vernon, that the meeting be adjourned.
Carried.*

The meeting adjourned at 7:21 p.m.



Chair



Chief Executive Officer

Dec 8, 2020

Date