

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday, April 22, 2021

Location: Virtual meeting
www.pickeringlibrary.ca/board

Attendees: M. Anderson, D. Barham, S. Beckett, Councillor M. Brenner, R. Coelho, Councillor I. Cumming, M. Fatema, A. Maginley, D. Sharma, S. Sheehy (Chair)

Absent:

Staff: J. Flowers – CEO, E. Bird – Director of Support Services, Brenda Gregory – Administrative Assistant

Meeting Commencement Time: 7:06 pm

1. Public Delegations

None

2. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #21.25

Moved by M. Anderson, Seconded by D. Barham **Motion THAT** the Agenda be adopted as presented.

Carried.

3. Consent Agenda

Motion #21.26

Moved by I. Cumming, Seconded by D. Sharma **Motion THAT** the items on the Consent Agenda be adopted.

Carried.

4. Ends Discussion

None.

5. Staff Reports

5.1 Q1 Financial Review

E. Bird provided a financial review of the first quarter. She noted that the information presented in the report was from the City's financial system. There were no questions or comments from Board Members.

5.2 Anti-Black Racism Working Group Terms of Reference

J. Flowers advised that the Anti-Black Racism Working Group (ABRWG) Terms of Reference (TOR) was included in the package and invited Board Members to share their comments and questions.

Board members extended their gratitude and congratulations to the Group for their work on the preparation and presentation of a very impressive final TOR draft.

In answer to a question about the status of the Group and if they have the member count needed, J. Flowers confirmed that the Group is indeed complete with 8 members in total who have been effectively working since late 2020, most notably on the TOR.

In answer to a question about the “optional external facilitator” stated in Section 5 of the TOR, J. Flowers explained that this would be a professional facilitator who would assist the Group should they face a difficult or contentious issue and need assistance reaching a resolution. She added that there is currently not a facilitator engaged.

In answer to a question about a budget for ABRWG, J. Flowers explained that \$6,000 was budgeted in the 2021 Library budget as a contingency to assist the Group in achieving their goals and objectives.

Related to this question, remuneration for the Group was discussed. It was noted that the Pickering Anti-Black Racism Taskforce (PABRT) Terms of Reference (being presented at the April 26th Pickering Council meeting) indicated that a stipend be provided to PABRT members. J Flowers shared that remuneration for ABRWG members was discussed by the Group, but their decision was to not include in the TOR although the topic will likely be revisited. The Board requested that a future discussion on this matter be held pending the results of the Pickering Council discussion and approval of the PABRT Terms of Reference.

Motion #21.27

Moved by R. Coelho, Seconded by M. Fatema **Motion THAT** the Anti-Black Racism Working Group Terms of Reference be approved as presented.
Carried.

6. Monitoring Reports – Executive Limitations

6.1 EL #1 General Executive Constraint

S. Beckett reported that he met with J. Flowers to discuss Executive Limitation #1 General Executive Constraint. He indicated that he is satisfied that the EL has been suitably discharged.

Motion #21.28

Moved by D. Sharma, Seconded by M. Brenner **Motion THAT** the Board adopt Monitoring Report Executive Limitation #1 General Executive Constraint as presented; and **THAT** the Board adopt Policy Executive Limitation #1 General Executive Constraint as presented, the Policy being complete, sound, and effective.
Carried

7. Board Committee Reports

7.1 Report of the Community Linkage Committee

This committee is currently in hiatus; no report provided.

7.2 Report of the Board Building Committee

D. Sharma reported that this committee did not meet this month and did not have any new updates.

In answer to a question about the status of the City Centre development, M. Brenner reported that at this point there is no progress on the development, adding that the City has hired a cost consultant to help inform future development steps.

7.3 Report of the Ends Ad Hoc Committee

A Maginley was introduced as the Chair of this new committee. The committee held their inaugural meeting last Thursday and discussed the expected outcomes of the committee. They also began a review of the draft Ends document in light of the strategic plan and learning from the pandemic. Once finalized this will be shared with the Board. The next two meetings are scheduled for the Thursday evening prior to the May and June Board meetings.

8. Governance

8.1 PPL Board By-Laws Review

S. Sheehy advised that she had reviewed the by-laws as written. She felt that most of the by-laws are current but there are some items that need to be updated. She will meet with J. Flowers, E. Bird, and M. Brenner to discuss proposed changes and will bring the proposal to the Board at the next meeting for discussion. S. Sheehy asked that if Board members have any suggested By-Law changes, to share them with her before the next meeting.

D. Barham asked about incorporating some wording about the Board membership reflecting the diversity of the community. S. Sheehy indicated that while she was in agreement with this idea, she is not certain that the by-laws are the correct place for such a mandate. She will discuss further with E. Bird, adding that if cannot be part of the by-laws, it could be included elsewhere.

8.2 Previous Board Meeting Evaluation Results

M. Brenner reported that no evaluation forms were received for either the February or March meetings. Given the lack of evaluations submitted, S. Sheehy wondered if the evaluation form is the most effective way of providing feedback, noting that the Board has other, more effective, feedback methods, particularly the 2-year check-ins. Discussions will continue on this topic but, in the meantime, the use of the evaluation form will be suspended.

9. Board Policy Review

9.1 EL Policy #4 Staff Conduct will be discussed at the next Board meeting. All members to review prior to the next meeting. Discussion will be led by R. Coelho.

10. New Business

10.1 Member Community Reports

No reports given.

11. Confidential Matter

None

12. Date of Next Meeting and Adjournment

The next Board meeting will be held on Thursday, May 27, 2021 at 7:00 pm as a virtual meeting.

Motion #21.29

Moved by I. Cumming, Seconded by M. Brenner **Motion THAT** the meeting be adjourned.
Carried.

The meeting was adjourned at 7:48 pm.

Signature of Library CEO: _____ Date: _____

Signature of Library Board Chair: _____ Date: _____

Alternate formats available upon request.

Contact Kathy Williams at kathywilliams@pickeringlibrary.ca or 905-831-6265, ext. 6251.