

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday, March 25, 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, K. Williams – Director of Public Services, Brenda Gregory – Administrative Assistant

Meeting Commencement Time: 7:10 pm

1. Public Delegations

None

2. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

J. Flowers requested that two additional items be added to New Business: Collections and the PPL Board SharePoint site. She advised she would be providing a verbal update on both items.

Motion #21.20

Moved by D. Sharma, Seconded by M. Fatema **Motion THAT** the Agenda be adopted as amended.

Carried.

3. Correspondence

3.1 D. Steele, February 21, 2021
Re: Pickering Library I.T. Service

Motion #21.21

Moved by M. Anderson, Seconded by D. Sharma **Motion THAT** the correspondence item be accepted by the Board for information.

Carried.

4. Consent Agenda

Motion #21.22

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

Carried.

5. Ends Discussion

No Ends discussion held.

6. Staff Reports

6.1 Staff Engagement Project

J. Flowers provided an update on a staff engagement project about the updated Pickering Public Library Values. As the previous set of Values were ten years old, the Values were refreshed this year to reflect the culture change in the organization and to prepare for all the changes anticipated in the coming years. Staff have been divided into four Values Teams and challenges will be designed and presented for the teams to participate in over the next 8 months.

There were no follow up comments or questions from the Board.

6.2 Anti-Black Racism Working Group – Terms of Reference

J. Flowers reported that the Anti-Black Racism Working Group met in March. They are still working on the Terms of Reference for the group and anticipate they will be ready to present at the April Board meeting.

It was noted that D. Barham attended a portion of the March meeting and the Group appreciated her attendance. Appreciation to D. Barham for her attendance was also expressed by the Board.

7. Monitoring Reports – Executive Limitations

7.1 EL #9 Compensation & Benefits

D. Barham reported that she had a thorough discussion with J. Flowers about this Policy. After discussion, D. Barham was able to confirm that there were no apparent issues or evidence that this Policy was not being executed as intended.

Motion #21.23

Moved by D. Sharma, Seconded by R. Coelho **Motion THAT** the Board adopt Monitoring Report Executive Limitation #9 Compensation and Benefits as presented; and **THAT** the Board adopt Policy Executive Limitation #9 Compensation and Benefits as presented, the Policy being complete, sound and effective.

Carried.

8. Board Committee Reports

8.1 Report of the Community Linkage Committee

S. Beckett provided details of conversations held with the Caremongers and CAREA community groups, related to the needs and concerns experienced while supporting Seniors during the pandemic.

This committee is in hiatus until the return of K. Williams. If anything arises during the hiatus, M. Anderson will provide a report to the Board.

8.2 Report of the Board Building Committee

D. Sharma reported that the Building Committee did not have a meeting in the last month. He commented that the PHCC development is moving according to schedule and currently the tender is being created. E. Bird advised that the intent is to have the documents ready by July, but they will not be released until after a funding discussion by Council at their September meeting.

J. Flowers added that she and E. Bird have been involved in a budgeting exercise for the City Centre Library, in preparation for a City Centre operating budget Report to Council. Exercise results are due in June.

9. Governance

9.1 Previous Board Meeting Evaluation Results

M. Brenner did not have access to the results from the previous Board meeting. He advised that he will include them when reporting next month.

10. Board Policy Review

10.1 EL Policy #1 General Executive Constraint will be discussed at the next Board meeting. All members to review prior to the next meeting. Discussion will be led by S. Beckett.

11. New Business

11.1 Member Community Reports

No Member community reports were presented.

11.2 Review of 2021 ad hoc Committees

In a follow-up to the Board retreat and the discussion at the last Board meeting related to establishing ad hoc committees for priorities that had been identified, J. Flowers provided some suggestions on possible committee structure, format, and timing.

J. Flowers suggested establishing three committees with staggered starts: Ends Committee – April to June 2021; City MOU Committee – September to December 2021; and Advocacy Committee – January to March 2022. Each committee would be comprised of 3 to 4 Board members and would meet once a month.

J. Flowers advised that an email will be sent with the committee details, with request for Board members to indicate their interest. J. Flowers remarked that her hope is that each Board member can commit to at least one committee. If enough interest is expressed, the Ends Committee could start before the next Board meeting.

In answer to a question from the Board, J. Flowers confirmed that there will be Library staff on each of these ad hoc committees.

In answer to another question about buy-in from the City regarding the MOU committee, J. Flowers reported that she had spoken to the City CAO, M. Carpino, about the formation of this committee. M. Carpino asked that she be kept up to date on the timelines and what City involvement will be required. J. Flowers indicated to M. Carpino that once the committee starts meeting in September, there will be a better idea of City involvement required and she would report back at that time.

11.3 Collections Update

Further to the publishers of the Dr. Seuss books advising that they would cease production and sales of six Dr. Seuss titles due to racist and insensitive content, J. Flowers reported that Library staff took the opportunity to reflect on the publisher's comments. In thinking about it based on our own community it was concluded that these titles do not meet our Resource Development policy and, as such, the books have been withdrawn from our early-readers collection. She added that for the Library's digital copies, pulling them is out of our control but, along with other libraries, PPL will be advocating with SOLS to have them removed from the collection.

J. Flowers stated that the Library will begin a project to find issues similar to what was found in the Dr. Seuss books. Problematic titles in the picture books and early-readers collections will be weeded as per the Resource Development Policy. This is a step in the direction of promoting children's titles that generate greater empathy and understanding while reducing harmful stereotypes.

The Board expressed their thanks for the staff's attention to this issue, adding that it is great to know that the Library takes these things into consideration. J. Flowers noted that she will pass on the Board's comments to staff.

In response to a question about community feedback on the publisher's statement, J. Flowers advised that the Library did not receive any, noting that the Toronto Public Library seemed to have fielded most of the media and community questions.

11.4 PPL Board SharePoint Site

J. Flowers provided a refresher on the PPL Board SharePoint site that Board Members have access to. She reminded Members that the Site is a portal for all the Library Board documents and governance policies. If a Board Member is having any issues accessing the Site, they are encouraged to reach out for support.

Regarding the governance policies, a question was posed if 1st term Board Members were happy with digital copies of the policies or would prefer printed versions. Members agreed that the digital copies were sufficient.

12. Confidential Matter

None

13. Board Meeting Self Evaluation

The Board Chair requested that the Board Members complete the Board Meeting Self Evaluation for this meeting.

14. Date of Next Meeting and Adjournment

The next Board meeting will be held on Thursday, April 22, 2021 at 7:00 pm as a virtual meeting.

Motion #21.24

Moved by R. Coelho, Seconded by M. Anderson **Motion THAT** the meeting be adjourned.
Carried.

The meeting was adjourned at 7.50 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.