

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday, June 16, 2022

Location: Central Library Auditorium / Virtual
www.pickeringlibrary.ca/board

Attendees: M. Anderson, S. Beckett (arrived 7:32 pm), Councillor M. Brenner, Councillor S. Butt, R. Coelho, M. Fatema, A. Maginley, S. Pragg, S. Sheehy (Chair)

Absent: D. Sharma

Staff: J. Flowers – CEO/Director of Public Libraries, E. Bird – Director of Support Services, B. Gregory – Executive Assistant, E. Knox, Client Experience Specialist – Youth, S. Mohamed, Client Experience Specialist - Children

Meeting Commencement Time: 7:07 pm

1. Public Delegations

There were no public delegations in attendance.

2. Land Acknowledgement

S. Sheehy read the Indigenous Land Acknowledgement Statement.

3. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #22.37

Moved by R. Coelho, Seconded by A. Maginley **Motion THAT** the Agenda be adopted as presented.

Carried.

4. Presentations

4.1 Children's and Teens Update

S. Mohamad, Client Experience Specialist – Children, provided updates on children's programming from the prior and current years, including relevant metrics (number of programs, number of participants) and stories.

In answer to a question regarding trends with virtual programs, S. Mohamad responded that there is decreasing engagement with virtual programming and more interest in in-person programming since the spring of 2022.

In response to a question about involving other City departments such as Fire Services in children's programming, S. Mohamed highlighted that the Library collaborates with several City departments on programming initiatives including the upcoming SRC launch.

E. Knox, Client Services Specialist – Youth, provided an update on teen programming from the prior and current years.

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In response to a question about working with other City departments holding teen events, E. Knox explained that there are already several partnership initiatives with the City in place.

In answer to a concern raised about accommodating those community members that live in Claremont and other rural areas of Pickering, E. Knox noted that the advent of online programming has been beneficial. In a related concern, it was noted that it may be valuable to look at the demographics data for these rural areas and assess the programming needs of children and youth.

In a question about filling volunteer positions, E. Knox advised that recruitment was done in December but perhaps not surprisingly given the pandemic, there was not a huge uptake, especially compared to previous years. There are plans to do a bi-annual call for volunteers to increase the number of active volunteers starting in September and continuing every 6 months.

S. Mohamed and E. Knox departed the meeting at 7:58 pm.

5. Consent Agenda

- 5.1 Minutes of the Previous Board Meeting – May 26, 2022
- 5.2 Minutes of the Advocacy Ad Hoc Committee Meeting – May 19, 2022
- 5.3 Minutes of the Advocacy Ad Hoc Committee Meeting – May 26, 2022
- 5.4 Library Information Update – June
- 5.5 A06 Health & Safety Policy
- 5.6 A10 Hiring Policy
- 5.7 A12 Purchasing Policy
- 5.8 A27 Workplace Violence Prevention Policy

Motion #22.38

Moved by R. Coelho, Seconded by M. Anderson **Motion THAT** the items on the Consent Agenda be adopted.

Carried.

6. Ends Discussion

No Ends discussion was held.

7. Staff Reports

7.1 Anti-Black Racism Working Group (“ABRWG”) Update

J. Flowers provided some highlights from the June ABRWG meeting including a return by staff to discuss Client Experience recommendations, an update on the work of the ABRWG Youth Subcommittee, and recommendations related to the security contract RFP.

J. Flowers explained that due to time constraints, the June meeting minutes were not included in this Board package but would be included in the September Board package.

7.2 2022 Library Board Evaluation Summary

J. Flowers shared a summary of the results of the Library Board evaluation from the last meeting. An open discussion about the results and future planning followed.

It was noted that Board education had seemed to have lapsed over the past few years, although it was acknowledged that this was likely due to the pandemic. Related to this, it was suggested that it could be beneficial that a network system be developed amongst all Library Boards in Durham Region as an opportunity to get to know each other better, share best practices, etc.

Concern was expressed that the evaluation completed was peer-to-peer. It was agreed that it is important to include external reviews (perhaps from staff or public). A suggestion was made to perform an external review in the first and last year of a Board term so there are measurable benchmarks.

Results of the review identified issues and opportunities the Board will face in its next term; a recommendation was made for increased advocacy and community connections. It was noted that while the Board is already doing this, it was felt that more can be done by finding additional opportunities and empowering Board Members to promote the Library. It was also mentioned that it could be beneficial to recall the Linkage Committee as this was felt to be a great way to bring the Library into the community.

With regards to the skills identified as important to the next Board term, J. Flowers reported that she will meet with the City Clerk to new questions for the Library Board application ahead of recruitment in the fall. Missing from the current application are questions about particular skill sets and lived experiences. J. Flowers will report back to the Board on the recruitment process at September meeting.

Monitoring Reports – Executive Limitations

7.3 EL 10 Communication and Counsel to the Board

S. Pragg reported that she met with J. Flowers to discuss this policy and report. She indicated that she felt that the Library is in compliance with the policy.

In S. Pragg's report, communication around the Drag Queen Storytime was brought up. This prompted an ad hoc discussion around critical thinking, misinformation, and supporting the community. It was suggested that this could be worked into a Board End for the next term.

Motion #22.39

Moved by R. Coelho, Seconded by S. Beckett **Motion THAT** the Board adopt Executive Limitation EL 10 Communication and Counsel to the Board Monitoring Report as presented; and **THAT** the Board adopt Executive Limitation EL 10 Communication and Counsel to the Board Policy as presented, the Policy being complete, sound, and effective.

Carried.

8. Board Committee Reports

8.1 Report of the Policy Review Ad Hoc Committee

E. Bird reported that A. Maginley, M. Anderson, S. Pragg, and S. Sheehy have volunteered to be members of the Policy Review Ad Hoc Committee. Committee will meet over the summer to review the policies. Recommendations will be brought to the September Board meeting.

8.2 Report of the Advocacy Ad Hoc Committee

R. Coelho reported that the minutes of the Advocacy Ad Hoc Committee meetings were included in the consent agenda. The focus of this committee was to create an advocacy policy and with the passing of this new policy (agenda item 9.1), this committee is concluded.

9. Governance

9.1 GP 11 Advocacy Policy

A copy of the new policy created by the Advocacy Ad Hoc Committee was included in the Board package. It was brought to attention that there was an inconsistency in the name for Council in the policy as written. It was determined that Council should be referred to as City Council for this policy; policy was adopted with this amendment.

Motion #22.40

Moved by M. Anderson, Seconded by S. Beckett **Motion THAT** the Board adopt GP 11 Advocacy Policy as amended, the Policy being complete, sound, and effective.

Carried.

10. Board Policy Review

10.1 Executive Limitations policies **EL 05 Financial Planning** and **EL 06 Financial Conditions and Activities** will be discussed at the next Board meeting. All members to review prior to the next meeting. Discussion will be led by D. Sharma.

11. New Business

11.1 Member Community Reports

No reports given.

11.2 Closure of George Ashe Library for Staff Learn Day

Motion #22.41

Moved by A. Maginley, Seconded by M. Fatema **Motion THAT** the Board approve the closure of George Ashe Library on Friday, July 22, 2022, for the purposes of Staff Learn Day.

Carried.

11.3 Board Summer Social

S. Sheehy suggested that the Board get together socially July 27th or August 17th.

B. Gregory will send out poll to Board Members to determine date most members were available to attend.

12. Confidential Matter

None.

13. Date of Next Meeting and Adjournment

The next Board meeting will be held on Thursday, September 22, 2022, at 7:00 pm in a hybrid (virtually and in-person) format.

Motion #22.42

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

Carried.

The meeting was adjourned at 8:57 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date