

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday, January 18, 2024

Location: Central Library

Attendees: K. Danylak; B. Kenworthy; A. Maginley; A. Mir; D. Sharma; S. Sheehy (Chair); K. Smuk

Absent: Councillor M. Brenner; Councillor S. Butt; Councillor L. Cook; F. Mahjabeen

Staff: J. Flowers – CEO/Director of Public Libraries; C. Moore, (Acting) Director, Corporate Services & Collections; S. Oza, Director, Engagement & Client Experience; B. Gregory – Executive Assistant

1. Meeting Called to Order

Chair Sheehy called the meeting to order at 7:12 pm

2. Land Acknowledgement

K. Smuk read the City of Pickering Land Acknowledgement.

3. Public Delegations

None.

4. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #24.01

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

Carried.

5. Presentations

There were no presentations.

6. Consent Agenda

6.1 Minutes of the Previous Board Meeting – December 14, 2023

6.2 Confidential Minutes of the In-Camera Board Meeting – December 14, 2023 [Provided under separate cover]

6.3 Library Information Update – December 2023

6.4 2023 Stats Review (KPIs)

6.5 2023 Incident (Security) Report

6.6 2024 Annual Board Calendar

Motion #24.02

Moved by B. Kenworthy, Seconded by K. Danylak **Motion THAT** the items on the Consent Agenda be adopted.

Carried.

7. Correspondence

There was no correspondence.

8. Ends Discussion

8.1 EP 01 Global Ends Monitoring Report and Policy

J. Flowers advised that the monitoring report was included in the package and provided a brief year in review, highlighting some notable activities and programs that demonstrated compliance with the EP 01 Global Ends policy.

Motion #24.03

Moved by S. Sheehy, Seconded by D. Sharma **Motion THAT** the Board has received the monitoring report for policy EP 01 Global Ends and agrees that it provides reasonable interpretation of the policy and evidence of compliance; and THAT the Board adopt policy EP 01 Global Ends as presented, the policy being complete, sound, and effective.

Carried.

9. Staff Reports

9.1 Anti-Black Racism Working Group Update

S. Oza reported that the Anti-Black Racism Working Group (“ABRWG”) met in January. Two ABRWG members gave notification that they were stepping down due to other commitments. The vacant positions will not prompt a recruitment cycle as the Terms of Reference outlines this happens when there are less than 6 members. Minutes from the meeting will be included in the February Board package.

9.2 Strategic Plan

S. Oza advised that the Strategic Planning Advisory Committee (SPAC) met the previous week and engaged in a lively conversation about the preliminary findings from the strategic plan consultants. J. Flowers shared the draft mission statement and priorities with the Board for their feedback and comments. All feedback will be brought back to the consultants for their consideration.

10. Executive Limitations Policies & Monitoring Reports

10.1 EL 08 Asset Protection

K. Danylak advised that she met with J. Flowers to review the policy and monitoring report. She determined that the policy elements and evidence were straight forward and demonstrated compliance.

Motion #24.04

Moved by K. Danylak, Seconded by A. Maginley **Motion THAT** Board has received the monitoring report for policy EL 08 Asset Protection as presented; and agrees that it provides reasonable interpretation of the policy and evidence of compliance; and THAT the Board adopt policy EL 08 Asset Protection as presented, the policy being complete, sound, and effective.

Carried.

Executive Limitations policy EL 03 Staff Treatment will be discussed at the February Board meeting and assigned to B. Kenworthy. Future assignments are A. Maginley for the Executive Limitations policy EL 09 Compensation & Benefits at the March meeting, and F. Mahjabeen for the Executive Limitations policy EL 01 General Executive Constraint at the April meeting.

11. Board Committee Reports

11.1 Report of the Community Linkage Committee

A. Mir advised that the committee will be meeting in the coming weeks. On the agenda will be development of their workplan. An update can be expected at the next Board meeting.

11.2 2024 CEO Evaluation Committee Member Selection

Motion #24.05

Moved by S. Sheehy, Seconded by B. Kenworthy **Motion THAT** the Board confirm the selection of A. Mir, D. Sharma, S. Sheehy, and K. Smuk as members of the CEO Evaluation Committee for 2024.

Carried.

11.3 Decision to Establish 2024 Building Ad Hoc Committee

Motion #24.06

Moved by K. Danylak, Seconded by A. Maginley **Motion THAT** the Board confirm the establishment of the Building Ad Hoc Committee for 2024.

Carried.

11.4 2024 Building Ad Hoc Committee Member Selection

Motion #24.07

Moved by D. Sharma, Seconded by A. Maginley **Motion THAT** the Board confirms the selection of M. Brenner, K. Danylak, B. Kenworthy, and A. Maginley as members of the Building Ad Hoc Committee for 2024.

Carried.

11.5 Decision to Establish 2024 Ends Ad Hoc Committee

Motion #24.08

Moved by K. Danylak, Seconded by B. Kenworthy **Motion THAT** the Board confirm the establishment of the Ends Ad Hoc Committee for 2024.

Carried.

11.6 2024 Ends Ad Hoc Committee Member Selection

Motion #24.09

Moved by K. Smuk, Seconded by K. Danylak **Motion THAT** the Board confirms the selection of K. Danylak, A. Maginley, and D. Sharma as members of the Ends Ad Hoc Committee for 2024.

Carried.

11.7 2024 Committee Staff Liaisons

J. Flowers was confirmed as Staff Liaison to the CEO Evaluation and Ends Ad Hoc Committees, S. Oza was confirmed as Staff Liaison to the Linkage Committee, and C. Moore was confirmed as Staff Liaison to the Board Building Committee.

12. Governance

There were no governance items discussed.

13. Board Policy Review

There were no Board policies reviewed.

14. New & Unfinished Business

14.1 Member Community Reports

J. Flowers advised that at the OLA Public Library Award Gala on January 25, 2024, the public libraries (and Boards) of Durham Region and the Durham Region Children's Aid Society will receive two awards: OLA Les Fowlie Intellectual Freedom Award and The Joyce Cunningham Award for their collaboration on Drag Queen Storytime. Also at the gala, E. Bird will be presented with an OPLA Lifetime Achievement Award.

15. Confidential Matter

There were no confidential matters discussed.

16. Board Meeting Evaluation

Chair Sheehy shared the results of the previous month's Board meeting self-evaluation. Board members were asked to complete the evaluation for the current Board meeting.

17. Date of Next Meeting and Adjournment

The next Board meeting will be held on Thursday, February, 22, 2024 at 7:00 pm.

Motion #24.10

Moved by B. Kenworthy, Seconded by K. Smuk **Motion THAT** the meeting be adjourned. **Carried.**

The meeting was adjourned at 8:19 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date: