

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday, February 22, 2024

Location: Central Library

Attendees: Councillor M. Brenner; Councillor S. Butt; Councillor L. Cook; K. Danylak; B. Kenworthy; A. Maginley; F. Mahjabeen; A. Mir; D. Sharma; S. Sheehy (Chair); K. Smuk

Absent:

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

1. Meeting Called to Order

Chair Sheehy called the meeting to order at 7:03 pm

2. Land Acknowledgement

B. Kenworthy read the City of Pickering Land Acknowledgement.

3. Public Delegations

None

4. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #24.11

Moved by Councilor L. Cook, Seconded by D. Sharma **Motion THAT** the Agenda be adopted as presented.

Carried.

5. Presentations

5.1 Cybersecurity Report

C. Moore provided a Cybersecurity Report, highlighting an overview of recent Canadian public library cybersecurity incidents, a recap of global cybersecurity events and trends in 2023, and an overview of upcoming and implemented cybersecurity projects at the Library.

Discussion between Staff and Committee Members ensued regarding:

- there being opportunity to provide cybersecurity training for the public in addition to staff;
- privacy and security controls in place for clients using public computers; and,

- the role of the Pickering Public Library Board in the instance of a cybersecurity incident.

6. Consent Agenda

- 6.1** Minutes of the Previous Board Meeting - January 18, 2024
- 6.2** Library Information Update – February 2024

Motion #24.12

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

Carried.

7. Correspondence

- 7.1** There were no correspondence items.

8. Ends Discussion

8.1 ILS Database Account Maintenance 2024

C. Moore noted that the ILS Database Account Management 2024 report was provided to inform the Board of client account balances that will be written off in 2024.

9. Staff Reports

9.1 Anti-Black Racism Working Group Update

Minutes of the November 8, 2023, and December 13, 2023, ABRWG meetings were included in the Board package.

S. Oza noted that at the most recent meeting, J. San Antonio and C. Addo-Bedoe provided an overview of the City's Equity, Diversity, and Inclusion Strategy, requesting feedback from the Committee and Community Groups.

Staff and Board Members highlighted the success of various Black History Month events supported by the Pickering Public Library.

9.2 Strategic Plan

With the aid of a slide deck and a handout, J. Flowers presented the four priorities and supporting goals of the draft Strategic Plan. The Board provided feedback on the priorities and goals. J. Flowers provided that the launch of the Strategic Plan will occur in April 2024.

9.3 Facilities Projects

J. Flowers noted that it is important that the Board receives updates pertaining to the increased number of facilities projects for 2024-2026. She recommended providing quarterly verbal reports at Board meetings and there was agreement from the Board on this approach. Updates could be provided in conjunction with the City of Pickering Council updates, adding library specific updates. Facilities to be included in the quarterly updates are the Pickering Heritage & Community Centre, the Seaton Library, the Central Library redesign, the Claremont Branch furniture procurement, and the George Ashe Library renovation.

10. Executive Limitations Policies & Monitoring Reports

10.1 EL 03 Staff Treatment

B. Kenworthy provided a brief summary of a discussion with J. Flowers regarding the Policy EL 03 Staff Treatment. J. flowers will report back with clarification on several noted items in the Policy at the March 28, 2024, meeting.

Motion #24.13

Moved by B. Kenworthy, Seconded by A. Maginley **Motion THAT** Board has received the monitoring report for policy EL 03 Staff Treatment; and agrees that it provides reasonable interpretation of the policy and evidence of compliance; and THAT the Board adopt policy EL 03 Staff Treatment as presented, the policy being complete, sound, and effective.

Carried.

Executive Limitations policy **EL 09 Compensation & Benefits** will be discussed at the next Board meeting. All members were asked to review prior to the next meeting. Assigned to A. Maginley.

11. Board Committee Reports

11.1 Report of the Board Building Committee

No meeting to report.

11.2 Report of the Community Linkage Committee

No meeting to report.

11.3 Report of the Ends Ad Hoc Committee

No meeting to report.

12. Governance

12.1 None

13. Board Policy Review

13.1 None

14. New & Unfinished Business

14.1 Member Community Reports

A. Mir provided that the launch of the Seed Library event at the George Ashe Library was very well attended.

15. Confidential Matter

There were no confidential matters discussed.

16. Board Meeting Evaluation

None

17. Date of Next Meeting and Adjournment

The next Board meeting will be held on **Thursday, March 28, 2024** at 7:00 pm.

Motion #24.14

Moved by L. Cook, Seconded by M. Brenner **Motion THAT** the meeting be adjourned.

Carried.

The meeting was adjourned at 8:28 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date: