

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday, May 23, 2024

Location: George Ashe 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; B. Gregory, Executive Assistant; R. Courtney, Assistant Manager, Collections

1. Meeting Called to Order

Chair Sheehy called the meeting to order at 7:01pm

2. Land Acknowledgement

A. Mir read the City of Pickering Land Acknowledgement.

3. Public Delegations

None.

4. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #24.25

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

Carried.

5. Presentations

5.1 R. Courtney, Assistant Manager, Collections

Re: Collections Update

R. Courtney provided the Board with a Collections update, covering the completed and in progress ABRWG collections recommendations; the picture book diversity audit; the performance of curated collections; the planned collection for the outreach vehicle; the Central Library collection reconfiguration; and the Local History service area.

The Board thanked R. Courtney for a great presentation. She departed the meeting at 7:36 pm.

6. Consent Agenda

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- 6.1 Minutes of the Previous Board Meeting – April 25, 2024
- 6.2 Library Information Update – May 2024
- 6.3 Minutes of the Board Ends Ad Hoc Committee Meeting – May 2, 2024
- 6.4 Minutes of the Community Linkage Committee Meeting – May 9, 2024

Motion #24.26

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

Carried.

7. Correspondence

None.

8. Ends Discussion

None.

9. Staff Reports

9.1 Anti-Black Racism Working Group Update

S. Oza reported that the ABRWG did not meet in May, but instead completed library site visits and attended events. Next meeting is scheduled for June 12, 2024.

9.2 PPL Branding

J. Flowers shared the new PPL brand that had been designed alongside the development of the new strategy plan. The new brand will soft launch when the new strategic plan is officially released; a more robust launch of the new brand is planned for the summer. The new branding will be phased in and it is anticipated that it will take a few years to fully replace the existing brand.

10. Executive Limitations Policies & Monitoring Reports

10.1 EL 04 Staff Conduct

A. Mir met with J. Flowers earlier in the week. A. Mir noted that the monitoring report was straight forward and was confident that the Library was in compliance.

Motion #24.27

Moved by A. Mir, Seconded by D. Sharma **Motion THAT** Board has received the monitoring report for policy EL 04 Staff Conduct as presented; and agrees that it provides reasonable interpretation of the policy and evidence of compliance; and THAT the Board adopt policy EL 04 Staff Conduct as presented, the policy being complete, sound, and effective.

Carried.

Executive Limitations policy EL 10 Communication and Counsel to the Board will be discussed at the next Board meeting. All members were asked to review prior to the next meeting. Assigned to D. Sharma.

11. Board Committee Reports

11.1 Report of the Board Building Committee

No report as committee did not meet in May.

11.2 Report of the Community Linkage Committee

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A. Maginley advised that the committee met on May 9, 2024; minutes from that meeting were included in this month's package. A. Maginley took time to highlight some of the speakers and activities from the meeting.

11.3 Report of the Board Ends Ad Hoc Committee

J. Flowers reported that the Board Ends Ad Hoc committee met twice in the past month to review and update the EP 01 Global Ends policy to be more consistent with the new strategic plan goals. A draft of the revised policy was included in the Board package. Board Members were given the opportunity to provide feedback; all were satisfied with the proposed revisions.

The Board Ends Ad Hoc committee is now disbanded, and Committee members will move to the CEO Evaluation committee. Their first meeting is planned for June to perform the mid-year CEO evaluation. It was noted that the revised Ends will be used for this evaluation.

12. Governance

None.

13. Board Policy Review

None.

14. New & Unfinished Business

14.1 Member Community Reports

Chair Sheehy advised the Board that she had a scheduling conflict and is unable to attend the Drag Queen Storytime event this year. She added that she would like to ensure that there is Library Board representation at this event. B. Gregory was instructed to send out an email with the event information.

J. Flowers advised that she and Chair Sheehy will be attending the Executive Council meeting of Council on June 10, 2024 to delegate on the new strategy plan. A. Maginley confirmed that he will also be delegating.

Councillor Cook remarked on the fabulous Petapalooza event held the past weekend and that it was good to see the Library represented at an information booth.

D. Sharma reported that he was at the recent City of Pickering 2023 Civic Awards and offered his congratulations to PPL employee, C. Wascher, as the recipient of a Youth Volunteer Award. It was also noted that D. Sharma was in attendance at this particular event to see the Devi Mandir Youth Group received an award for Youth Leadership.

14.2 Canadian Urban Libraries Council – Spring Meeting

J. Flowers reported that she attended the CULC spring meeting held in Montreal. This is a semi-annual meeting for Library CEOs of medium to large public libraries in Canada. J. Flowers shared details on three particular topics from the meeting: a presentation by Toronto, Hamilton, and London about lessons learned from recent cybersecurity attacks; the day-to-day challenging circumstances of safety and security in public libraries; and a presentation by Toronto Public Library on a new, social impact study that measures the collections, spaces, programs, staff and digital services on social, emotional, creative and intellectual scales.

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, June 20, 2024, at 7:00 pm.

Motion #24.28

Moved by A. Maginley, Seconded by A. Mir **Motion THAT** the meeting be adjourned.
Carried.

The meeting was adjourned at 8:11 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date: