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Held: Thursday, November 28, 2024

Location: Central Library Auditorium

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

Absent: Councillor M. Brenner; Councillor L. Cook; F. Mahjabeen; A. Mir ; K. Smuk

Staff: J. Flowers, CEO/Director of Public Libraries; C. Moore, 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 7:04 pm

## 2. Land Acknowledgement

B. Kenworthy read the Pickering Public Library Land Acknowledgement.

## 3. Public Delegations

None.

## 4. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

### Motion #24.50

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

**Carried.**

## 5. Presentations

### 5.1 Maker Space Update

K. Boncoglu, Client Experience Specialist - Digital, presented a 2024 Maker Space review, sharing usage statistics, information about programs and events, group visits (including the SkillSpark initiative) and client testimonials. He concluded with lessons learned and outlined future opportunities, including a planned reorganization of the Maker Space in 2025 and the creation of a dedicated programming room.

In response to a question regarding the inclusion of a Maker Space in the upcoming Seaton Library, it was noted that while this a likely possibility.

In answer to a question about the clients who make up Maker Space community, K. Boncoglu stated users can be divided into different segments: the expert makers who visit weekly and use equipment extensively, occasional users who access specific tools like the large-format printer, and a smaller group in between like the users focused on business-related projects (i.e. building prototypes).

When asked if the new programming room would be bookable, K. Boncoglu replied that it will be. He added that having this new space is designed to address current challenges, such as noise from the lobby, which can be distracting and negatively impact the client experience. The goal is to create a dedicated space equipped with computers and a flexible, turnkey setup. Equipment will be on wheels, allowing for easy reconfiguration and adaptability to various programming needs.

The Board extended thanks to K. Boncoglu and the Maker Space team. K. Boncoglu departed the meeting at 7:31 pm.

## **6. Consent Agenda**

### **6.1 Minutes of the Previous Board Meeting – October 24, 2024**

### **6.2 Library Information Update – November 2024**

### **6.3 Minutes of the Community Linkage Committee – October 23, 2024**

#### **Motion #24.51**

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**

There was no Ends discussion held.

## **9. Staff Reports**

### **9.1 Anti-Black Racism Working Group Update**

S. Oza reported that the ABRWG held an online meeting in November, focusing on plans for a Black History Month event with input from the Events Team, including feedback on the event proposal, communication strategies, and ABRWG involvement. ABRWG members also conducted their annual self-evaluation, reflecting on the year's accomplishments and areas for improvement, while recommitting to another year of service. With two members stepping down, the ABRWG plans to initiate a recruitment campaign in January to expand from its current six members to an ideal 10-12 active participants. To ensure sustainability, staggered two-year terms will be implemented moving forward. Recruitment details will be shared with the Board.

## **10. Executive Limitations Policies & Monitoring Reports**

### **10.1 EL 07 Emergency Succession**

B. Kenworthy reported that he met with J. Flowers, noting that this was possibly the shortest Executive Limitation (EL) policy in effect. The policy addresses the sudden change in the CEO's ability to continue in her role and ensures that the CEO keeps senior leadership up to date on relevant City and Board activities. B. Kenworthy stated that he had no significant questions of J. Flowers, and the policy appeared clear and in compliance.

#### **Motion #24.52**

Moved by B. Kenworthy, Seconded by D. Sharma **Motion THAT** Board has received the monitoring report for policy EL 07 Emergency Succession as presented; and agrees that it provides reasonable interpretation of the policy and evidence of compliance; and THAT

the Board adopt policy EL 07 Emergency Succession as presented, the policy being complete, sound, and effective.

**Carried.**

## **11. Board Committee Reports**

### **11.1 Report of the Board Building Committee**

Has not met. No updates.

### **11.2 Report of the Community Linkage Committee**

On hold to new year. No updates.

### **11.3 Report of the CEO Evaluation Committee**

Chair Sheehy reported that the committee is scheduled to meet with J. Flowers on December 6, 2024, to discuss feedback and provide the evaluation matrix. Based on input from Board members, the evaluation will be finalized. An in-camera Board meeting is planned for December 12, 2024 to review, discuss, and approve the evaluation.

## **12. Governance**

There were no governance items.

## **13. Board Policy Review**

There were no Board policies reviewed.

## **14. New & Unfinished Business**

### **14.1 Member Community Reports**

None.

### **14.2 OLS Board Meeting Update**

A. Maginley reported that he attended a recent Ontario Library Service (OLS) board meeting with minutes available for sharing. The meeting was organized by OLS and included libraries serving populations over 75,000, with around 50 libraries represented. Key topics covered included Strong Mayor Powers, the Library of Things, the impact of development charges on building future libraries, multi-use and mixed-use facilities, Board Representation, and homelessness and safety. The session was informative and is typically attended by chairs or vice-chairs; details can be shared for others interested in attending the next meeting in the spring.

### **14.3 OLA Library Board Boot Camp**

The annual OLA Super Conference will be held in person this year for the first time since the pandemic. Sessions for Library Board members are scheduled for Saturday, February 1, and will be a full-day event. An email with programming details will be sent out soon. Members were encouraged to consider attending. Registration will be handled by Library staff.

### **14.4 Board Chair Term End**

This meeting marked the final full regular board meeting of the year and the last meeting for S. Sheehy as Board Chair.

Chair Sheehy expressed her gratitude to both the Board and staff for their support during her tenure. She acknowledged the late Councillor Ian Cumming for his guidance during

her initial interview and Councillor Brenner for encouraging her to take on the role of Chair. Reflecting on her early days in the position, Chair Sheehy noted their help was invaluable as she gained confidence in the role.

Chair Sheehy encouraged board members to consider stepping into leadership roles, suggesting they reflect over the holidays. With elections scheduled for January, members are invited to express their interest during one-on-one check-ins or by reaching out to J. Flowers directly.

A. Maginley thanked Chair Sheehy for her leadership, noting her steady hand during significant changes over the past six years, and commended her dedication and diligence, which have been deeply appreciated by all.

Jackie confirmed that elections will take place in January, and the process will include an opportunity for members to share their thoughts and reflections at the start of the session.

**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 regular Board meeting will be held on Thursday, January 23, 2025 at 7:00 pm.

**Motion #24.53**

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

**Carried.**

The meeting was adjourned at 7:56 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date: