

Location: George Ashe Library

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

Absent:

Staff: J. Flowers, CEO/Director of Public Libraries; C. Moore, Director, Corporate Services & Collections; S. Oza, Director, Engagement & Client Experience; M. Jackson, Executive Assistant

## 1. Meeting Called to Order

J. Flowers called the meeting to order at 7:23 pm.

## 2. Land Acknowledgement

J. Flowers read the City of Pickering Land Acknowledgement.

## 3. Public Delegations

There were no Public Delegations.

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

No interest was declared.

### Motion #25.01

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

Carried.

## 5. Board Elections

### 5.1 Nominations / Election of Chair for 2-Year Term

K. Danylak nominated A. Maginley for Chair of the Pickering Public Library Board for a 2-year term; Seconded by L. Cook. No other nominations brought forward.

### Motion #25.02

Moved by K. Danylak, Seconded by L. Cook the **Motion THAT** A. Maginley be elected as Chair of the Pickering Public Library Board for a 2-year term.

Carried.

### 5.2 Nominations / Election of Vice-Chair for 2-Year Term

L. Cook nominated D. Sharma for Vice-Chair of the Pickering Public Library Board for a 2-year term; K. Danylak nominated herself for Vice-Chair of the Pickering Public Library Board for a 2-year term; M. Brenner nominated A. Mir for Vice-Chair of the Pickering

Public Library Board for a 2-year term; all 3 nominations provided remarks; ballots were handed out for all members to vote for the Vice-Chair role.

**Motion #23.03**

Moved by majority of votes, the **Motion THAT** D. Sharma be elected as Vice-Chair of the Pickering Public Library Board for a 2-year term.

Carried.

Motion to discuss a second Vice-Chair. Moved by B. Kenworthy, Seconded by D. Sharma. Discussion followed. J. Flowers confirmed that the Board by-laws allow for a second Vice-Chair.

Motion to discuss the need for a second Vice-Chair in 6 months time, moved by B. Kenworthy, Seconded by K. Danylak.

Carried.

**5.3 Direction to Destroy Ballots**

Ballots were used in the election of the Pickering Public Library Board Vice-Chair; therefore, motion to destroy ballots was necessary. Motion moved by B. Kenworthy, Seconded by K. Smuk.

Carried.

**5.4 Newly Elected Chair & Vice-Chair Remarks**

A. Maginley and D. Sharma each expressed their thanks to the Board for electing them as Chair and Vice-Chair.

**6. Presentations**

There were no presentations.

**7. Consent Agenda – Motion**

**7.1 Minutes of the Previous Board Meeting – November 28, 2024**

**Motion #25.04** to amend Previous Board Meeting minutes in section 24.51 to state:  
Moved by B. Kenworthy, Seconded by K. Danylak **Motion THAT** the items on the Consent Agenda be adopted.  
Carried.

**7.2 Minutes of the In-Camera Board Meeting – December 12, 2024 [Confidential Minutes provided under separate cover]**

**7.3 Library Information Update – January 2025**

**7.4 2024 Stats Review (KPIs)**

**7.5 2024 Incident (Security) Report**

**7.6 2025 Capital & Current Budget Approval**

**7.7 2023 Audited Financial Statements**

**7.8 2025 Draft Board Calendar**

**Motion #25.05**

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

Carried.

## 8. Correspondence

There were no correspondence.

## 9. Ends Discussion

### 9.1 EP 01 Global Ends Monitoring Report and Policy

J. Flowers provided an update that highlighted the libraries activities and programs in 2024, and shared feedback and quotes from clients. Next month, J. Flowers will be bringing forward projects and metrics that support the Library's 2024-2027 Strategic Plan.

There was a brief discussion on comparing similar programs to other municipalities and for joint programs with Ajax and Oshawa. J. Flowers shared that registration numbers are recorded by each the municipality based on their own registration process.

#### Motion #25.06

Moved by A. Maginley, Seconded by K. Smuk, the **Motion THAT** the Board adopt Monitoring Report EP 1 Global Ends Policy as presented; and THAT the Board adopt Policy EP 1 Global Ends Policy as presented, the Policy being complete, sound, and effective.

Carried.

## 10. Staff Reports

### 10.1 Anti-Black Racism Working Group Update

S. Oza provided a brief update from the last ABRWG meeting. The ABRWG is currently in a recruitment cycle in order to increase the membership from 6 to 12 members. S. Oza clarified the differences in the mandates between the Pickering Public Library ABRWG and the City of Pickering Anti-Black Racism Taskforce ("PABRT").

### 10.2 Report 25-01 Claremont Extended Access

S. Oza provided an overview of plan to make the Claremont Extended Access a permanent services after the pilot concludes at the end of January 2025. Security and safety measures have been added and hours modified to ensure staff are present during the eventings.

C. Moore shared that the majority (65%) of Extended Access participants are within the Claremont community. J. Flowers noted that the success of this pilot could be highlighted and shared with Council. The Senior Leadership Team will investigate any opportunities for recognition and awards for a connected community, to inform more residents.

S. Butt shared that residents within Claremont have reached out and shared positive feedback. S. Oza noted that staff will continue to keep track of service hours and attendance numbers.

## 11. Executive Limitations Policies & Monitoring Reports

There were no Executive Limitations Policies & Monitoring Reports presented at this meeting.

## 12. Board Committee Reports

### 12.1 Report of the Library Board Committees Summary [Pg 47]

J. Flowers provided a summary on each Board Committee in Report 25-02. This included the Community Linkage Committee, CEO Evaluation, and the Ad Hoc Committee. She confirmed that an Ends Ad Hoc Committee does not need to be established this year.

## **12.2 Community Linkage Committee Member Selection**

### **Motion #25.07**

Moved by L. Cook, Seconded by D. Sharma **Motion THAT** the Board confirm the selection of S. Jeffrey-Sheehy, A. Mir, D. Sharma, K. Smuk, and F. Mahjabeen as members of the Community Linkage Committee.

Carried.

## **12.3 CEO Evaluation Committee Member Selection**

### **Motion #25.08**

Moved by L. Cook, Seconded by S. Jeffrey-Sheehy **Motion THAT** the Board confirm the selection of A. Maginley, K. Danylak, F. Mahjabeen, and B. Kenworthy as members of the CEO Evaluation Committee.

Carried.

## **12.4 Decision to Establish Ad Hoc Committees**

### **Motion # 25.09**

Moved by M. Brenner, Seconded by S. Jeffrey-Sheehy **Motion THAT** the Board confirm the establishment of the Building & Facilities Ad Hoc Committee.

Carried.

J. Flowers confirmed that the Library Board can add an Ad Hoc Committees in the future.

## **12.5 Ad Hoc Committees Member Selection**

### **Motion #25.10**

Moved by K. Smuk, Seconded B. Kenworthy **Motion THAT** the Board confirm the selection of L. Cook, K. Danylak, S. Butt, D. Sharma, M. Brenner as members of the Building Ad Hoc Committee.

Carried.

## **12.6 Committee Staff Liaisons**

J. Flowers confirmed that the Community Linkage Committee staff liaison is S. Oza; CEO Evaluation Committee staff liaison is J. Flowers; and Building Ad Hoc Committee staff liaison is C. Moore.

## **13. Governance**

None

## **14. Board Policy Review**

**14.1** Executive Limitations policy **EL 08 Asset Protection** will be discussed at the next Board meeting. Discussion will be led by S. Jeffrey-Sheehy.

Executive Limitations policy **EL 03 Staff Treatment** will be discussed at the next Board meeting. Discussion will be led by S. Jeffrey-Sheehy.

All Board Members to review the policies prior to the next meeting.

**15. New & Unfinished Business**

**15.1 Member Community Reports**

K. Danylak shared that her daughter and friends are happy and grateful for the library spaces for studying during exam time.

**16. Confidential Matter**

None

**17. Board Meeting Evaluation**

**17.1** The Board was asked to provide an anonymous self-evaluation of the meeting. Results will be shared at the next meeting.

**18. Date of Next Meeting and Adjournment**

The next Board meeting will be held on Thursday, February 27, 2025, at 7:00 pm at the Library Auditorium as a hybrid (virtual and in-person) meeting.

**Motion #25.11**

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

The meeting was adjourned at 8:36 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date: