

BOARD MINUTES

BOARD MEETING: #20-08

DATE: THURSDAY, NOVEMBER 26, 2020, 7:00PM

LOCATION: [VIRTUAL MEETING VIA ZOOM](#)

Attendees:	A. Mitchell (Chair), M. Sauro (Vice-Chair) (arrived at 8:05), S. Morales (Councillor) (arrived at 9:30pm), R. Munro, M. Rao, A. Wiggins, T. Clarke, J. Martin, K. Aylwin (Councillor)
Library Staff:	L. Jessop, K. Barratt, C. Vanderkruys, A. Schroeder, J. Little
Regrets:	
Note Taker:	K. Bouffard

1. Call to Order and Welcome

The meeting was called to order at 7:04pm

2. Confirmation of Agenda

The agenda was confirmed as amended.

3. Conflicts of Interest

No conflicts were declared.

4. Delegations

There were no delegations.

5. Board Development – None this month

6. County of Simcoe’s Newcomer Awards

Library volunteer Samah Hadaia was presented with the Community Champion Award for her work with the Library. Thank you to Ms. Hadaia and all of our volunteers!

7. Fundraising Initiatives

C. Vanderkruys provided information regarding the Library’s [Giving Tuesday](#) and *Pull Up Your Socks* Campaign.

Consent Agenda

8. Board Meeting Minutes

9. CEO’s Report

10. Financial Progress Report

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11. Pandemic Response Report

12. Deferred Items

- a. Environmental Scan Report/Activity Stats
- b. City/Library Service and Financial Efficiencies
- c. Annual Report for the Board and Council (Library Metrics & Value for Service Delivery)
- d. Monthly Expenditures for the Personnel & Finance Committee
- e. Front Entrance Redesign Project

Agenda

13. Items held from the Consent Agenda

The following items will be removed from the Deferred Items list:

- a. Environmental Scan Report/Activity Stats
- c. Annual Report for the Board and Council
- e. Front Entrance Redesign Project

Motion #20-46 AYLWIN - MUNRO

THAT the consent agenda for Board meeting #20-08 dated Thursday, November 26, 2020, be adopted as amended. CARRIED

14. Performance Measures and Activity Statistics

Motion #20-47 WIGGINS - RAO

THAT the Barrie Public Library Board approve replacing the existing monthly Activity Statistics format with a quarterly Measures of Overall Performance Report and an Annual Statistics Report. CARRIED

15. Holly Presentation and Budget Update

Motion #20-48 WIGGINS - AYLWIN

THAT the Barrie Public Library Board approve the revisions to the Holly Library 2021 Budget as amended. CARRIED

16. Rescinding Internal Transfers (2020)

Motion #20-49 MARTIN - RAO

THAT the Barrie Public Library Board rescind the internal transfers totaling \$216,837 from the 2020 budget. CARRIED

17. Federal Funding Transfer to Fund Development Reserve

Motion #20-50 MUNRO - AYLWIN

THAT the Barrie Public Library Board transfer an amount equivalent to the \$549,534 received in Federal funding related to CEWS in 2020 to the Fund Development Reserve to be held for a minimum of two years and to be reviewed by the Board at an appropriate time. CARRIED

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18. Internal Transfer from 2020 Budget to Fund Development Reserve

Motion #20-51 AYLWIN - WIGGINS

THAT the Barrie Public Library Board transfer \$1,500,000 to the Fund Development Reserve. CARRIED

19. Report of the Chair – Verbal Report

Our 2020 budget presentation is January 11th, 2020 at 7pm. The draft presentation will be reviewed at the Personnel & Finance committee meeting on December 10th.

The Chair reminds Board members that tomorrow is the Library's virtual seasonal gathering.

Board members should complete their self-evaluation if they have not done so already.

Anyone interested in attending OLA should let the CEO know.

20. Board Committees

20.1 Community & Governance Committee

The committee is meeting in January to review the Board Constitution & Procedural Bylaws.

T. Clark provided an update from the SOLS Trustee Council meeting:

- SOLS is merging with Ontario Libraries North and will be called Ontario Library Service
- There was a reminder of the relationship between the Board and CEO and that the CEO is the one responsible for dealing with operational matters
- FOPL is working on ensuring DC funds stay with libraries
- During the pandemic, there may be a need to monitor the strategic plan and possibly put it on hold and develop a smaller business plan

20.2 Personnel & Finance Committee

The committee met and discussed the Library's Finance Department and Financial Systems; further updates to come

There is a committee meeting December 10th to discuss the CEO Performance Evaluation, and it is important for all Board members to attend to provide input.

21. Painswick Refresh Project

Motion #20-52 SAURO - MUNRO

THAT the Barrie Public Library Board approve the closure of the Painswick Branch for a single day and up to two consecutive days in December,

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with dates to be determined, to accommodate renovations as part of the Painswick Refresh Project. CARRIED

22. In-Camera

Public Libraries Act – Section 16.1(4) (d) labour relations or employee negotiations and (b) personal matters about an identifiable individual

Motion #20-53 RAO - CLARKE

THAT the Barrie Public Library Board conduct a Closed meeting as the subject matter being considered concerns labour relations or employee negotiations and personal matters about an identifiable individual (Public Libraries Act Section 16.1(4)(b)(d)). CARRIED

This portion of the meeting was held in-camera.

22.1 In-Camera Board Meeting Minutes

22.2 Labour Relations Update

22.3 December 27th, 2020 Closure

22.4 Healthy Living Allowance

Rise and Report

Motion #20-54 AYLWIN - RAO

THAT the Minutes of in camera Board Meeting #20-07 dated Thursday, October 22, 2020 be adopted. CARRIED

Motion #20-55 MUNRO - CLARKE

THAT the Barrie Public Library Board approve the closure of both branches on Sunday, December 27th, 2020 as an extension of the holiday closure. CARRIED

22.5 CEO Performance Evaluation

23. Date of Next Board Meeting

Thursday, January 28, 2021 7:00pm, Virtual Meeting

24. Adjournment

The meeting was adjourned at 10:20pm