

# BOARD MINUTES

**BOARD MEETING:** #25-04

**DATE:** THURSDAY, APRIL 24, 2025, 7:00 PM

**LOCATION:** DOWNTOWN – ANGUS ROSS ROOM

<b>Attendees:</b>	Austin Mitchell (Chair), George Hawtin (Vice-Chair), Nigussie Nigussie (Councillor) (left at 9:05 pm), Amy Courser (Councillor), Robin Munro, Merrisa Little (left at 9pm), Michael Sauro (joined at 7:07pm), Scott Herman
<b>Library Staff:</b>	L. Jessop, J. Little, L. LaFleshe, C. Vanderkruys
<b>Regrets:</b>	John Bicknell
<b>Note Taker:</b>	K. Bouffard

**1. Call to Order, Welcome and [Land Acknowledgment](#)**

Welcome Lilian Cheung and Katie Devins from Deloitte (via Teams).

The meeting was called to order at 7:00 pm

**2. Confirmation of Agenda**

The agenda was confirmed.

**3. Conflicts of Interest**

No conflicts were declared.

**4. Financial Audit**

L. Cheung provided a high-level overview of the audit.

**Motion #25-15                      SCOTT HERMAN - AMY COURSER**

**THAT** the Barrie Public Library Board approves the draft audited financial statements as recommended by the Personnel and Finance Committee, as amended. CARRIED

**Motion #25-16                      GEORGE HAWTIN - SCOTT HERMAN**

**THAT** the Barrie Public Library Board approve the transfer of \$27,118.16 of fundraising money from 2024 to the Future Capital Expenditures Reserve. CARRIED

**5. Delegations – None**

There were no delegations.

**6. [Board Development](#) – None this month**

# **BOARD MINUTES**

## **Consent Agenda**

- 7. Board Meeting Minutes**
- 8. CEO's Report**
- 9. Q1 Measures of Overall Performance**
- 10. Correspondence - None**
- 11. Deferred Items**
  - a. Financial Migration
  - b. CEWS Liability (Quarterly)
  - c. Succession Management Plan
  - d. Reserves (Forecast and 2025 changes)

## **Agenda**

### **12. Items held from the Consent Agenda**

Deferred item b. CEWS Liability (Quarterly) and item d. Reserves (Forecast and 2025 changes) can be removed.

**Motion #25-17          ROBIN MUNRO - MICHAEL SAURO**

**THAT** the Barrie Public Library Board adopts the consent agenda for Board meeting #25-04 dated Thursday, April 24, 2025. CARRIED

### **13. Library Kiosk**

**Motion #25-18          MERRISA LITTLE - GEORGE HAWTIN**

**THAT** the Barrie Public Library Board direct Library Management to purchase one NovelBranch unit for use at the Zehrs Duckworth location on Cundles Road, to be funded from the Future Capital Expenditure Reserve. CARRIED

### **14. Board Committees**

#### **14.1 Personnel & Finance**

##### **14.1.1 Re-approve Budget with Amendment**

**Motion #25-19          SCOTT HERMAN - AMY COURSER**

**THAT** the Barrie Public Library Board approve the amended 2025 Budget as recommended by the Personnel & Finance Committee. CARRIED

##### **14.1.2 Rescind Reserves Policy (Deferred from February's Board Meeting)**

**Motion #25-20          ROBIN MUNRO - SCOTT HERMAN**

## **BOARD MINUTES**

**THAT** the Barrie Public Library rescind the Reserves Policy.  
CARRIED

### **14.1.3 Capital Forecast**

**Motion #25-21     AMY COURSER - MICHAEL SAURO**

**THAT** the Barrie Public Library Board adopt the Capital Forecast.  
CARRIED

### **14.2 Community & Governance**

#### **14.2.1 Announcements**

There is a Community and Governance Committee meeting scheduled for May.

A.Courser announced she is hosting an event at the Dorian Parker Centre on May 24<sup>th</sup> from 11 AM – 1 PM to celebrate Ward 4.

BPL was looking for ways to engage staff and has planned a family-friendly BBQ on June 8<sup>th</sup> after 4 PM, at the Dorian Parker Centre. Board members and their families are welcome to join. Please RSVP by May 31<sup>st</sup>.

### **15. Report of the Chair – Verbal Report**

Some members of Library staff and the Chair met with Councillor Morales to hear about his vision for the city and the possible development of a new Master Facilities Plan (MFP). If the Library is included in that vision, we will happily discuss the possibility of creating a new MFP. We emphasized the importance of Library spaces in the community.

The Chair thanked management for making the difficult decision to close all locations during the ice storm.

Next week is National Volunteer Week, and the Chair thanked Board members for their ongoing commitment as valued volunteers.

We are now partway through our term, and with some changing circumstances, we will post a poll on the Hub to see if there's interest in adjusting the start time of our Board and Committee meetings.

A friendly reminder to check the Hub before meetings to review materials and post any comments or questions. This helps ensure everyone has a chance to contribute and be heard.

A reminder that next month's Board meeting will be held at the Painswick branch.

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### **16. Closed Meeting**

Public Libraries Act – Section 16.1(4) (c) a proposed or pending acquisition or disposition of land by the Board and (d) labour relations or employee negotiations.

**Motion #25-22                    AMY COURSER - MICHAEL SAURO**

**THAT** the Barrie Public Library Board conduct a closed meeting as the subject matter being considered concerns a proposed or pending acquisition or disposition of land by the Board and labour relations or employee negotiations (Public Libraries Act Section 16.1(4)(c)(d)). CARRIED

This portion of the meeting was held in closed session.

#### **16.1 Northwest Library Location**

#### **16.2 Collective Agreement Ratification**

#### **16.3 Administrative Exempt Policy Revision**

Rise and Report

**Motion #25-23                    NIGUSSIE NIGUSSIE - MICHAEL SAURO**

**THAT** the Barrie Public Library Board direct Library Management to allocate up to \$1,000,000 from the Future Capital Expenditures Reserve to support the development of a Northwest Library location, pending City Council approval of an appropriate location. CARRIED

**Motion #25-24                    MERRISA LITTLE - AMY COURSER**

**THAT** the Barrie Public Library Board ratify the tentative memorandum of settlement dated March 25, 2025, between the Barrie Public Library Board and CUPE Local 2380 Library, contingent on ratification by the membership of CUPE Local 2380 Library. CARRIED

**Motion #25-25                    GEORGE HAWTIN - SCOTT HERMAN**

**THAT** the Barrie Public Library Board approve revisions to the Administrative Exempt Policy and Exempt Administrative Salary Grid with retroactivity to January 1, 2025, and that the Board direct staff to undertake a review of the Administrative Exempt Policy with a view to modernization of policy items encompassed in this document. CARRIED

### **17. Date of Next Board Meeting**

Thursday, May 22, 2025, 7:00 PM

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### **18. Adjournment**

The meeting was adjourned at 9:15 PM