

The City of Pickering Public Library Board Meeting Minutes

Held: Thursday May 23, 2019
Location: At the George Ashe Library
<http://www.picnet.org/libraryboard>

Attendees: M. Anderson, S. Beckett, Councillor M. Brenner, R. Coelho, Councillor I. Cumming, M. Fatema, A. Maginley, D. Sharma, S. Sheehy (Chair).

Absent: D. Barham

Staff: E. Bird – Acting Deputy CEO, K. Williams – Acting CEO, Tony Prevedel - City CAO, Stan Karwowski - Director of Finance and Treasurer, Peter Kruz and Sanja Janjanin from Architects Alliance.

Meeting Commencement Time: 7 pm

1. Public Delegations

None

2. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion # 19.51

Moved by D. Sharma, Seconded by R. Coelho. **Motion** THAT the Agenda be adopted as amended.

Carried.

Note: Incomplete Building committee meeting minutes were circulated in error. Remove from Consent agenda and defer approval to August Board meeting.

3. Consent Agenda

Motion # 19.52

Moved by M. Brenner, Seconded by M. Anderson. **Motion** THAT the items on the Consent Agenda be adopted as presented.

Carried.

4. Board Education

4.1 T. Prevedel and Architects Alliance shared information about the City Centre Library Project. P. Kruz gave an overview of the City Centre plans and where the Library fits into the whole project. He reviewed the Library conceptual plans. He noted that the concept was to create a living, working and shopping precinct. He felt it was important to promote the concept of the Library as meeting place. RPG consultants are preparing a report that includes room data sheets. This information will be used to refine the library plans. P. Kruz stressed that the architects want to make details and finishes cost effective, durable and beautiful. They are also aiming to make the building future proof so that things can be changed within the building as needs change.

T. Prevedel explained that The City is working on a Memorandum of Understanding with OPB owners of mall (Ontario Pension Board) and Cushman & Wakefield. The project is currently estimated to cost \$135 million plus the cost of 1 layer of parking. Library is estimated at \$25 million. The bridge to connect the library and youth/seniors centre estimated at about \$5 million. The budget still needs to have final approved by City Council. This will be shared with Council immediately before or after the summer break. The first step of the project is to move the infrastructure that is in the way of the parking garage. It is planned that all three buildings (library, arts centre and youth/seniors centre) will be built at same time including the underground parking. It is expected that construction will start next year (infrastructure hopefully in 2019) with an October 2022 ribbon cutting.

It was suggested that it would be wonderful to have a display of the project in the Mall and the Library.

T. Prevedel welcomed K. Williams and E. Bird to their acting positions. He stated that he had no plans for major changes or transfers of staff. He would continue to support the Library. Details will be worked out for areas of shared interest (HR, IT, marketing and programming).

4.2 S. Karwowski, Library budget concepts

S. Karwowski let Board members know that it is possible that Development charges may be changed by the Province. In the City's current plans, half of funding for the new City Centre Library comes from development charges. The City is proceeding as if legislation hasn't changed at the moment. There are City consultants that work with development charges and will advise the City about any changes to the legislation. Development charges are designed pay for the cost of growth.

5. Ends Discussion

5.1 Library Information Update

K. Williams asked if there were any questions about the report. She reported that the Library has scheduled a Girls who Code launch party on Tuesday June 4th at 7 pm. She would share the details by email and asked if any Board member could attend to let her know.

M. Fatemah left the meeting at 8:35 pm

6. Staff Reports

6.1 Business Arising

ILLO update

E. Bird outlined the current situation with InterLibrary Loan. SOLS is planning to make the software available again in June but the courier service to move items around the province has been ended because of provincial cuts. Libraries can use Canada Post book rate for this purpose. Councillors Brenner and Cumming will enquire about delivery by Regional courier within Durham.

6.2 Claremont Opening options 24/7

K. Williams reviewed the current options for offering extended library service at Claremont outside of staffing hours. The costs (for the technology infrastructure) were estimated to be \$50,000 to \$60,000. The Board felt this was a large price tag and was interested in the extension of Sunday hours to George Ashe Library as more feasible extension of library service to our community.

6.3 Book Club update

K. Williams reported on the steps that Library staff had taken to rebuild the relationship with the Community book clubs in 2019 after the changes announced in 2018. This has been quite successful and all clubs that applied for space (including two new clubs) for fall of 2019 have been given their requested times. A book lovers' event is scheduled for September to bring clients together to talk about books and possibly recruit more members for book clubs.

7. Monitoring Reports

7.1 EL 1 General Executive Constraint

S. Beckett suggested an amendment to the EL 1 General Executive Constraint policy. He proposed to add "by negligence" to the sentence "The CEO will not cause or allow by negligence...." The Board felt that the policy landscape for Library Boards may change significantly and that any suggested changes should be noted but not implemented until the outcome of those possible legislative changes are known.

8. Committee Reports

8.1 Report of the Community Linkage Committee

R. Coelho reported on her visit to Durham Region Public Health. She met with the Manager of Immunization. She reported that Public Health has 5 branches in Durham that target vulnerable populations and young children. They had let her know that having information available in the library would be helpful. She reported that Durham Health would love to have a spot in the library for staff to meet with clients or opportunity for a video link to provide service. This would be a cost-effective way of delivering services.

R. Coelho reported that next week a meeting was scheduled with Hearth support group – cancer support group. She also noted that the EDI coalition (which the Library – specifically S. Yung - was a part of) had been very successful.

8.2 Building Committee

D. Sharma reported on the Building Committee meeting held May 8, 2019. The minutes as distributed did not have content. The complete minutes will be circulated for the next Board meeting.

9. Governance

9.1 Previous Board Meeting Self Evaluation

M. Brenner presented the evaluation outcomes from the April Board meeting. The outcomes were generally positive. It was felt that all members contributed. There was a suggestion to move any in-camera sessions before the regular meeting.

10. Board Policy Review for next meeting

Note: The following Executive Limitation policies will be discussed at the next Board meeting. All members to review prior to meeting. The Board member listed will review any evidence they feel is necessary and lead the discussion at the meeting

EL Assignment #4 Staff Conduct assigned to A. Maginley
EL Assignment #10 Communication and Counsel to the Board assigned to D. Sharma

11. New Business

11.1 Board Member Reports

None

11.2 Correspondence from G. Brown

S. Sheehy will respond to G. Brown to let him know that the Board is monitoring the ILLO situation and to share any other information that the Board is aware of.

12. Other Business (for consideration at future meetings)

None

13. Confidential Matter

Motion #19.54

Moved by M. Anderson, Seconded by S. Beckett. **Motion** THAT the Board move into camera for the purpose of discussing a personnel matter about an identifiable individual; Carried

14. Board Meeting Self Evaluation (complete online)

15. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday August 22. 2019 at 7 pm in the Central Library Board Room.

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Motion #19.56

Moved by D. Sharma, Seconded by R. Coelho. **Motion** THAT the meeting be adjourned.

Carried

The meeting was adjourned at 9:45 pm.

Signature of Library CEO:

Date:

Signature of Library Board Chair:

Date:

Alternate formats available upon request. Contact Kathy Williams at kathyw@picnet.org or 905-831-6265 ext. 6251.