
The City of Pickering Public Library Board Meeting Minutes

Held: Thursday October 24, 2019
Location: At the Claremont Branch of the Pickering Public Library
<http://www.picnet.org/libraryboard>

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

Absent: S. Beckett

Staff: E. Bird – Acting Deputy CEO, K. Williams – Acting CEO.

Visitors: C. von Hasselbach, B. Ratsoy, S. Milton (City of Pickering)

Meeting Commencement Time: 7 pm

1. Public Delegations

None

2. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion # 19.72

Moved by M. Anderson, Seconded D. Sharma MOTION THAT the Agenda be adopted as presented.

Carried.

3. Consent Agenda

Defer approval of Consent Agenda (Minutes of September 26, 2019 Board meeting) to November Board meeting for discussion and approval.

4. Board Education

4.1 Virtual Library collections

C. von Hasselbach and B. Ratsoy presented information about the Library's digital collections.

4.2 Joint Program Planning City/Library

S. Milton presented information to the Board about the ongoing City / Library partnership around programming.

5. Ends Discussion

5.1 Library Information Update

K. Williams highlighted some items from the distributed report. It was suggested by the Board that a Board member should be asked to participate in future volunteer appreciation events.

K. Williams reported that the Library had held a very successful All Candidates meeting. With a larger than expected turn out we were unsure if there may have been Fire Code issues. K. Williams will check with the Fire Chief so that information is available for future events. Feedback was received from Board members. It was suggested that we consider a non-Library moderator next time. It was also suggested that the event could have been hosted in a larger room in a City facility. Another suggestion was that in future events of this type could it be recorded or streamed. Technology could be used to submit questions at the event (using the audience's own devices). All suggestions will be considered for future all candidates meetings.

6. Staff Reports

6.1 Report on Diversity and Inclusion Project

K. Williams answered questions about the report. Staff will provide a 5-year estimated budget for this project at the November meeting. K. Williams will follow up with City staff about moving the City's D&I plan to 2020.

6.2 Biblioweb – Library Website Project Report

K. Williams answered questions about the report. She will ensure that the website is reviewed by the City's Accessibility Advisory Committee when it is ready to get the committee's feedback and recommendations.

6.3 Children and Internet Access

K. Williams gave an overview of the issue and the recommendation in the report.

Motion # 19.73

Moved by I. Cumming, Seconded by D. Sharma. **Motion** THAT the Board adopt the Recommendation in the Report on Internet Access and Children as presented.
Carried.

6.4 Hong Kong Program (verbal update)

K. Williams reported about the situation surrounding the Hong Kong program. She noted that the rescheduling was not about whether we should offer the program, but a health and safety concern expressed by staff. Under the Occupational Health and Safety Act a risk assessment was needed. K. Williams had done several press interviews. The message was that this is a deferral not cancellation. The Library has now added a risk assessment to our program

template to ensure that is completed earlier in the process. K. Williams has reached out to the presenter to propose a new date. We are waiting on a response.

It was requested that all Board members be included in communication about client complaints to ensure that they are aware of issues. K. Williams will confirm that the Library has a Crisis Communication Plan.

7. Monitoring Reports

7.1 EL 2 Treatment of Clients

Discussion on this policy deferred this to the November Board meeting.

8. Committee Reports

8.1 Report of the Community Linkage Committee

Nothing to report

8.2 Report of the Board Building Committee

E. Bird gave a brief report of progress on the City Centre Library. More information will be available for the next Building Committee meeting.

9. Governance

9.1 Previous Board Meeting Self Evaluation

Most responses were positive. A couple of concerns expressed in a couple of areas (needs improvement).

10. Board Policy Review for next meeting

Note: The following Executive Limitation policy 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 #7 Emergency Executive Succession

assigned to S. Beckett

11. New Business

11.1 Board Member Reports

None

11.2 Request to Council for full year funding for George Ashe Library Sunday Service

It was requested by staff that a motion to formalize the request to Council be approved.

Motion # 19.74

Moved by D. Sharma, Seconded by D. Barham. **Motion** THAT the Board directs the CEO to request that Council pre-approve the funds to provide Sunday Service at George Ashe Library to begin in January 2020.
Carried.

12. Other Business (for consideration at future meetings)

None

13. Confidential Matter

None

14. Board Meeting Self Evaluation (complete online)

15. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday November 28, 2019 at 7 pm in the Central Library Boardroom.

Motion #19.75

Moved by R. Coelho, Seconded by M. Fatema. **Motion** THAT the meeting be adjourned.

Carried

The meeting was adjourned at 9:35 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.