

## ORILLIA PUBLIC LIBRARY BOARD

### MINUTES OF DECEMBER 1, 2021 MEETING

A regular meeting of the Library Board was held via Zoom commencing at 3:33 p.m.

PRESENT – BOARD – K. Seymour, Chair; C. Seiberling-Spriggs, Vice-Chair; C. Allman; M. Edwards; D. Elder; P. Hehn; G. McCorkell; R. Stevens; D. Watson

STAFF – B. Sullivan, Chief Executive Officer  
K. Absalom, Director of Information Services  
M. Robertson, Director of Corporate and Operational Services  
M. Wilkinson, Director of Children’s & Youth Services  
A. Lambertsen, Coordinator of Circulation Services  
D. Caschera, Emerging Technologies Librarian  
T. Chatten, Recorder

ABSENT – M. Ainsworth; R. Greenlaw

#### CONVENING OF THE MEETING

Land Acknowledgement Statement – K. Seymour read the Library Board’s statement.

Call to Order – Notice and Quorum – K. Seymour called the meeting to order.

#### Approval of the Agenda

*MOTION #2021:59*

*Moved by D. Watson, seconded by P. Hehn that the Orillia Public Library Board approve the Agenda of the December 1, 2021 meeting.* CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – none

#### CONSENT AGENDA

P. Hehn commented on the diversity committee recently formed by the City, she asked if M. Robertson would be interested in sitting on this committee, and believes it to be a good fit for the Library.

Safety/security incidents in the Library have been included in previous reports to the Board to keep them informed, with Covid closures there have not been as many. There has been good media coverage of Library services this past month.

B. Sullivan reported on the fundraising drive in November which raised \$15,808 for the Makerspace initiative. Staff are also getting ready to participate in the Christmas Farmers Markets.

M. Robertson reported on the many changes in the department’s staff of ten this past year with some great new additions.

K. Absalom commented on the launch of 20 mobile hotspots with iPad kits focused on seniors with limited experience, offering training appointments with D. Caschera to begin next week with one-on-one tech support.

M. Wilkinson mentioned the in-person programming with pop-up in the park and downtown storywalk. Fourteen businesses participated with story pages in their windows to make this event a success. Winter reading club started today, with high demand.

*MOTION #2021:60*

*Moved by R. Stevens, seconded by D. Watson that the Consent Agenda of the December 1, 2021 meeting be adopted.* *CARRIED*

## DISCUSSION AGENDA

### BUSINESS ARISING FROM THE MINUTES

Strategic Plan Update – The CEO reported that there was a workshop held recently with staff and Board attending to discuss the proposed strategic plan, based on survey results, the previous strategic plan, and information gathered in the service review process. Another meeting of the committee is scheduled for December 9, 2021 to discuss the results of the workshop.

### REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Monthly statements for October 2021 were presented for Board review and discussion.

*MOTION #2021:61*

*Moved by C. Allman, seconded by R. Stevens that the Orillia Public Library Board receives the October 2021 Financial Statements as presented.* *CARRIED*

2022 Budget Update – The CEO commented on the long process and will be better prepared for next year having now gone through the budget deliberations. There was also good media coverage around the budget, with support from our Board representatives on Council. Budget asks were reviewed for Board information and discussion.

*MOTION #2021:62*

*Moved by P. Hehn, seconded by C. Seiberling-Spriggs that the Orillia Public Library Board implement the recommendations of the Finance Committee from the November 22, 2021 meeting, with an operating budget increase of \$108,400 over 2021.*

*And further, that the Library funds half of the new sorter using reserves, and the City of Orillia will fund the other half using their reserves.* *CARRIED*

Community Relations Committee – Fundraising Update – The CEO provided a report for Board information and discussion of fundraising opportunities ongoing and upcoming. The fundraising efforts have been well received by both patrons and staff, giving tangible proof of the Library's value to the community.

OLS Representative – D. Watson prepared a report for Board information following a meeting attended on November 16, 2021.

ANNOUNCEMENTS – As this will be the last meeting of the year, the Board chair expressed her thanks to everyone for their good attendance which helps to show ongoing board support. Comments received in the community for all our hard work and ability to pivot to provide great service have been positive. December 6 the Library will introduce more hours of opening. Looking forward to seeing everyone in January 2022.

Adjournment at 4:15 p.m.

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BOARD CHAIR

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CHIEF EXECUTIVE OFFICER