

**ORILLIA PUBLIC LIBRARY BOARD**

**MINUTES OF JUNE 21, 2023 MEETING**

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

PRESENT – BOARD – Deborah Watson, Chair; Meghan Edwards, Vice-Chair; Catherine Allman; John Bard; Elaine Bremer; Helen Mallon; Gail McCorkell; Don McIsaac; Mike Stahls

STAFF – Bessie Sullivan, Chief Executive Officer  
Kelli Absalom, Director of Information Services  
Melissa Robertson, Director of Corporate & Operational Services  
Meagan Wilkinson, Director of Children’s & Youth Services  
Amy Lambertsen, Co-Ordinator of Circulation Services  
Tina Chatten, Recorder

OTHER – Tatiana Johnson, Darren Nixon, City Treasury; Andrea Nauss, BDO

ABSENT – Wanda Minnings; Whitney Smith

CONVENING OF THE MEETING – D. Watson welcomed those in attendance and via Zoom along with the Auditor and City staff members.

Land Acknowledgement Statement – D. Watson read the Library Board’s statement.

Call to Order – D. Watson called the meeting to order.

Approval of the Agenda

*MOTION #2023:19*

*Moved by J. Bard, seconded by C. Allman that the Orillia Public Library Board approve the Agenda of the June 21, 2023 meeting as amended to alter the order to move the review engagement prior to the consent agenda. CARRIED*

Disclosure of Pecuniary Interest and General Nature Thereof – none

Review Engagement for 2022 – An overview was presented for Board information by T. Johnson of the City Treasury Department as in previous years with no questions/qualifiers.

*MOTION #2023:20*

*Moved by M. Stahls, seconded by E. Bremer that the Orillia Public Library Board accept the Independent Practitioner’s Review Engagement Report for December 2022. CARRIED*

CONSENT AGENDA

C. Allman asked to pull Correspondence item 3e) for discussion.

B. Sullivan highlighted several interviews that she participated in about the increase in book challenges at public libraries. Following the weapons incident there were many calls from across the province, and OPP to discuss further training and improved procedures to keep everyone involved informed.

M. Wilkinson reported that the summer students have started in May to get ready for the launch of this year's summer reading club with planned school visits. The recent Rainbow Storytime event went well, with thanks for Board support and those who attended. There was some anticipation of issues arising, but thankfully there was none.

M. Robertson highlighted the Week of Welcome in Orillia, which is a City event taking place June 14 to promote social/economic services. There were approximately 70 visitors in attendance with a debriefing following this to see what can be done better in the future. The collaboration with the Sharing Place was commended during their temporary relocation.

K. Absalom highlighted the 17<sup>th</sup> annual Big Read unveiling on June 28 with events planned for the coming months.

*MOTION #2023:21*

*Moved by H. Mallon, seconded by J. Bard that the Consent Agenda of the June 21, 2023 meeting be adopted. CARRIED*

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Community Outreach Worker Position Report – A report was prepared for Board information and further discussion outlining evidence that this position is working and much needed in the community.

*MOTION #2023:22*

*Moved by C. Allman, seconded by H. Mallon that the Orillia Public Library Board convert the Community Outreach Worker position to full-time beginning October 2, 2023. CARRIED*

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – A committee meeting was held May 18 with a consultant from Ontario Library Service in attendance and discussed next steps included for Board review. Monthly statements for May 2023 were presented for Board review and discussion.

*MOTION #2023:23*

*Moved by M. Stahls, seconded by J. Bard that the Orillia Public Library Board receives the May 2023 financial statements as presented. CARRIED*

Policy Committee – Committee meeting report was provided for Board information with further details to be provided for September Board meeting.

OLS Representative – G. McCorkell was not able to attend recent meetings but did report that other libraries are experiencing similar issues and having discussions regarding these incidents. There is a changing environment in libraries and we are not alone in these times.

NEW BUSINESS

Accrued Sick Leave Report – A report was distributed for Board discussion – motion deferred until further research provided.

*MOTION #2023:24*

*Moved by J. Bard, seconded by C. Allman that because of the unique situation, it is recommended by the Orillia Public Library Board that 169.92 hours of sick time accrued remains with the employee, with the understanding that there will be no further accrual in a part-time position.* DEFERRED

Announcements – The CEO will be sending out the Board assessment in the following month for completion by members.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES – cont'd

Personnel Committee – CEO Performance Appraisal – In camera discussion

*MOTION #2023:25*

*Moved by M. Stahls, seconded by J. Bard that the Orillia Public Library Board enter an in camera session at 4:41 p.m.* CARRIED

*MOTION #2023:26*

*Moved by J. Bard, seconded by D. McIsaac that the Orillia Public Library Board leave an in camera session at 4:46 p.m.* CARRIED

The Board Chair reported that the CEO had a successful PA that was reviewed and accepted by the Board.

Adjournment at 4:49 p.m.

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BOARD CHAIR

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CHIEF EXECUTIVE OFFICER