

MINUTES OF BOARD OF TRUSTEES MEETING FOR
KITCHENER PUBLIC LIBRARY BOARD

1. CALL TO ORDER

The Regular Board Meeting of the Kitchener Public Library Board was called to order at 7:00 p.m. on Wednesday, September 16, 2020, by the 1st Vice-Chair, Erin Rudland, using the online platform, Zoom, as a result of the COVID-19 pandemic.

TRUSTEES PRESENT

Katherine Andrews; Councillor Kelly Galloway-Sealock; Councillor Sarah Marsh; Shannon Nicholson; Dana Ristic; Erin Rudland; Clare Wagner.

Mary Chevreau, Secretary-Treasurer and Chief Executive Officer.

STAFF PRESENT

Lesa Balch; Penny-Lynn Fielding; Gloria Grigas; Angela Riddell.

REGRETS

Michelle Dow; Cory Ernst; Stephanie Soulis.

2. AGENDA REVIEW

An *In-Camera Session* was added by Mary Chevreau for discussion at the end of the Agenda.

20-41 ... On motion by Katherine Andrews and seconded by Councillor Kelly Galloway-Sealock, it was RESOLVED that the Agenda be adopted, as amended.

CARRIED

There were no pecuniary / conflict of interest declarations.

3. MINUTES of the Board Meeting of August 19, 2020

20-42... On motion by Dana Ristic and seconded by Clare Wagner, it was RESOLVED to approve the Minutes of the Library Board Meeting of August 19, 2020.

CARRIED

4. BUSINESS ARISING

None.

5. 1. BUSINESSREPORT OF OFFICERS(a) Report of the ChairUpdatesBoard Recruitment

The City of Kitchener will be advertising for a replacement to fill the Board vacancy resulting from the resignation in August by Library Board Trustee, Derek Vollebregt. Two alternates will also be appointed by the City of Kitchener should they be needed before the end of the Board's current term.

Print copies of the application forms are currently available at all library locations and on the City's website. Applications must be submitted to the City of Kitchener by midnight, Sunday, September 27, 2020.

The CEO reviewed the process that will then follow.

Appointments to the Library Board will be finalized by Council in November.

Strategic Plan

Councillor Sarah Marsh suggested that KPL may want to consider inviting the extra Board candidates who apply to attend the library's next strategic planning session, thereby including more diversity at the table.

Mary Chevreau confirmed that our strategic planning consultants are preparing a proposal which will bridge this gap. During the previous two community engagements that were completed our strategic planning consultants heard from a very diverse group and are planning to conduct a new virtual survey to move the process forward.

The library has also interviewed several diverse candidates applying for its current job positions. The library's new Diversity and Inclusion Coordinator will be invited to attend the library's next strategic planning session.

As recommended at the April 2020 Library Board meeting, the Board revisited its decision to postpone the library's planning of its next 4-year strategic plan to 2021.

Councillor Kelly Galloway-Sealock suggested that KPL staff may want to consider adding or changing some of the action items in its current strategic plan, if necessary, due to the extension.

Mary Chevreau confirmed that the library's Business Plan will address any changes needed with its action items, as suggested.

20-43... On motion by Katherine Andrews and seconded by Councillor Sarah Marsh, it was RESOLVED to extend the planning of the library's new Strategic Plan to the Spring of 2021 and to extend KPL's current 2017 - 2020 Strategic Plan to continue until the end of the year 2021.

CARRIED

(b) Facilities Planning & Building Committee

Updates

Due to the resignation of Derek Vollebregt, the Library Board discussed the replacement of its Chair of the Facilities Planning & Building Committee.

20-44... On motion by Shannon Nicholson and seconded by Clare Wagner, it was RESOLVED to approve Erin Rudland as Chair of the Facilities Planning & Building Committee.

CARRIED

As noted by Katherine Andrews, GOV-06 Governance Policy – Committees of the Board, will need to be amended as it currently reads that “*each Committee of the Board be elected by Board Trustees at the annual meeting of the Board*”, in order to align with tonight's motion.

(c) Public Service & Policy Committee

Updates

No updates from the Public Service & Policy Committee were reported by the Chair, Katherine Andrews.

Ad hoc Diversity & Inclusion Committee

Follow-Up re Anti-Racism Training

The Ad hoc Diversity & Inclusion Committee discussed its anti-racism training with the Board.

Clare Wagner has sourced a series of 3 videos that will be used for training purposes. The link to the first video will be forwarded to the Board before its next meeting, followed by a 20-minute discussion during the October Board meeting. The link to the remaining 2 videos will then be sent for discussion at future Board meetings after that.

As a followup from the August Board meeting, Mary Chevreau reported that the consulting firm and trainers that she contacted for this type of training were unavailable until 2021.

The library's new Diversity and Inclusion Co-ordinator will also have training information that can be shared with the Board.

(d) Finance Committee

Mary Chevreau and Angela Riddell met with city staff to review the library's 2021 budget proposal in preparation to Council.

(e) Report of the Secretary-Treasurer and CEO

Updates

Southwest Community Library

Staff have completed the business case for the Southwest Community Library. A bound copy of the business case, along with a copy of this year's OBOC book, Moon of the Crusted Snow, a great read by author Waubgeshig Rice, will be delivered to each Board member.

Mary shared a Power Point presentation of the business case.

One Book One Community (OBOC)

Search OBOC YouTube channel for this year's virtual events on September 23 at 2 pm and Thursday, September 24 at 7 pm.

6. II. NEW BUSINESS

None.

7. III. PRESENTATIONS(a) Report of Councillors

Councillor Sarah Marsh reported that discussions with Black and Indigenous groups have identified a need for free meeting space for underserved communities. The library may want to include this as a discussion item at its strategic planning session.

Councillor Kelly Galloway-Sealock noted that Council approved the deployment of the proactive bylaw enforcement program of the City's winter sidewalk maintenance project at its August 31 meeting.

20-45... In-Camera Session

On motion by Councillor Kelly Galloway-Sealock and seconded by Katherine Andrews, it was RESOLVED to excuse staff and move the meeting in-camera to discuss a confidential personnel issue.

CARRIED

20-46... In-Camera Session

On motion by Shannon Nicholson and seconded by Councillor Kelly Galloway-Sealock, it was RESOLVED to conclude the in-camera session.

CARRIED

8. ADJOURNMENT

20-47... There being no further business, on motion by Katherine Andrews and seconded by Councillor Sarah Marsh, it was RESOLVED to adjourn the meeting at 8:38 p.m.

CARRIED

Chair

Secretary-Treasurer

[Attachments Accompany September 2020 Board Meeting]

(a) August 19, 2020 Library Board Minutes