

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, November 18, 2020, by the Chair, Stephanie Soulis, using the online platform, Zoom, as a result of the COVID-19 pandemic.

TRUSTEES PRESENT

Katherine Andrews; Cory Ernst; Michelle Dow; Councillor Kelly Galloway-Sealock; Councillor Sarah Marsh; Shannon Nicholson; Dana Ristic; Erin Rudland; Stephanie Soulis; Clare Wagner.

Mary Chevreau, Secretary-Treasurer and Chief Executive Officer.

STAFF PRESENT

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

REGRETS

None.

2. AGENDA REVIEW

The Discussion of the Training Video #2 by the ad hoc Diversity and Inclusion Committee, as listed on the Agenda, was deleted and deferred to 2021.

20-54... On motion by Erin Rudland and seconded by Katherine Andrews, 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 October 21, 2020

20-55... On motion by Michelle Dow and seconded by Clare Wagner, it was RESOLVED to approve the Minutes of the Library Board Meeting of October 21, 2020.

CARRIED

4. BUSINESS ARISING

None.

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

City Council will finalize the appointments for both the current vacancy and two alternates for the Kitchener Public Library Board at its November 23 meeting.

2021 Library Board Meeting Schedule

Although the March 2021 Library Board meeting will be held during the week of March break, no changes were made to the schedule by the Trustees.

20-56... On motion by Erin Rudland and seconded by Dana Ristic, it was RESOLVED to approve the Library Board Meeting Schedule for 2021, as presented.

CARRIED

(b) Facilities Planning & Building CommitteeVirtual Open House of Southwest Community Library Update

Erin Rudland, Chair of the Facilities Planning and Building Committee, provided an update of the open house of the Southwest Community Library hosted online on November 10.

Of the 35 attendees at the open house, 25 of those registrants were from the general public. The CEO and her Team presented the Business Case / Design Concept, taking questions and feedback. It was emphasized that the planning for the proposed library was in its very early days.

Staff are drafting an RFP for an architect to be posted in January 2021.

Earlier today, Mary Chevreau noted that she had been interviewed by Catherine Thompson from *The Record* regarding the new branch library.

(c) Public Service & Policy Committee

Updates

Katherine Andrews, Chair of the Public Service & Policy Committee will report back at the December Board meeting of some takeaways from the October Board meeting.

(d) Ad hoc Diversity & Inclusion Committee

Discussion of Equity Training Video

The second training video in the series, "*Challenging Systemic Barriers: The Equity Lens*" was deferred for discussion to the January 2021 Library Board meeting.

(e) Finance Committee

No updates were reported by the Chair of the Finance Committee, Michelle Dow.

(f) Report of the Secretary-Treasurer and CEO

Fines Free Movement

Mary Chevreau shared her Power Point presentation explaining the barriers that the library's overdue fines have created for our citizens.

Library fines exacerbate social inequity, cause reluctance to use the library by patrons with fines and can result in adversarial conversations to collect the fines, causing negative community engagement with staff.

In the future, revenue generated from special occasion rentals will help to mitigate the loss of revenue from fines.

Over 250 libraries in North America have voted to join the fines free movement. Kitchener Public Library would be the leader in Waterloo Region should the Library Board agree to go 100% fines free in 2021.

In summary, Mary Chevreau asked the Library Board:

- 1) That the library take a leadership role and become the first fines free library in the Waterloo Region
- 2) That the library not fill the second staff position as requested in Kitchener Public Library's 2020 Issue Paper previously submitted for approval by Council, and in its place
- 3) That the Library Board approve the recommendation of going fines free starting in 2021 and
- 4) That the Library Board support Kitchener Public Library to ask Council to fund the 2021 fines shortfall through the library's 2020 surplus.

A draft copy of the new Issue Paper for Council's approval was reviewed with the Library Board.

A question and answer period followed.

The presentation of information under *Financial Implication* will be changed to improve clarity and under *Recommendation*, the reference to "*grant*" allocation corrected to read "*operating*" allocation, as recommended by Councillor Kelly Galloway-Sealock.

20-57... On motion by Katherine Andrews and seconded by Shannon Nicholson, it was RESOLVED to move forward and approve the library going fines free starting in 2021, and to present this to City Council at Kitchener Public Library's Operating Budget meeting on Monday, November 30, 2020.

CARRIED

20-58... On motion by Councillor Kelly Galloway-Sealock and seconded by Erin Rudland, it was RESOLVED to move in-camera to discuss a confidential personnel matter.

CARRIED

20-59... On motion by Michelle Dow and seconded by Councillor Sarah Marsh, it was RESOLVED to conclude the in-camera session.

CARRIED

## 6. II. NEW BUSINESS

None.

7. III. PRESENTATIONS

(a) Report of Councillors

Councillor Kelly Galloway-Sealock noted that the budget meetings with Council are beginning at the end of the month.

Councillor Sarah Marsh commented that we may need to prepare for higher COVID-19 restrictions should the Region of Waterloo Health Unit be moved into the Red Zone. The City will rely on Kitchener Public Library for more virtual ways of connecting.

8. ADJOURNMENT

20-60... There being no further business, on motion by Erin Rudland and seconded by Michelle Dow, it was RESOLVED to adjourn the meeting at 8:12 p.m.

CARRIED

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Chair

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Secretary-Treasurer

[Attachments Accompany November Board Meeting]

- (a) October 21, 2020 Library Board Minutes
- (b) Link to Training Video #2 - Driving Toward Equity - Using Racial Equity Tools