



# Library Board Meeting Minutes

Date: Wednesday, May 15, 2024

Time: 7:40 p.m.

Location: Meeting Room D+E, Central Library

## 1. Commencement

The meeting commenced with a territorial acknowledgement given by Chair Katherine Andrews.

## 2. Call to order

The regular board meeting of the Kitchener Public Library board was called to order at 7:44 p.m. by Chair Katherine Andrews, in Meeting Room D+E at Central Library.

### Trustees Present

Chair Katherine Andrews, 2<sup>nd</sup> Vice Chair Laura Blythe, Jason Hammond, Bonita Hansra (remote, joined at 7:57 p.m.), Councillor Margaret Johnston, 1<sup>st</sup> Vice Chair Margaret Lam, Councillor Christine Michaud, Anjali Misra, Shannon Nicholson, Brandon Van Dam, Clare Wagner

### Staff Present

Darren Solomon, Secretary-Treasurer and Chief Executive Officer; Penny-Lynn Fielding, Deputy Chief Executive Officer; Kerri Hutchinson, Manager, Marketing and Communications; Lisa Lawrence, Director, Human Resources; Lorie Lee, Director, Systems and Performance Outcomes; Angela Riddell, Director, Business Services & Infrastructure

## 3. Agenda review

24-40... On **motion** by Jason Hammond and **seconded** by Margaret Lam, it was **RESOLVED** that the agenda be adopted with adjustments to the timing of items.

**CARRIED**

4. **Presentation: Rachel Hofstetter Consulting on Strategy Workshop**

Rachel Hofstetter, the facilitator for the upcoming two-day Board strategic planning workshop, shared a presentation on the planned approach and methodology for the session. She also shared the process of how the strategic plan will be developed.

Following that workshop there will be a series of sessions with senior leadership and the Public Service and Policy Committee to refine the work. Senior leaders will then begin linking the strategic directions to operations.

Rachel shared that a first draft of the strategic directions is expected to be ready for the Public Service and Policy Committee to review and provide feedback around June/July.

Board members discussed various aspects of the agenda.

5. **Approval of consent agenda items**

- a. Library Board Minutes: April 17, 2024
- b. Board Self-assessment Action Items
- c. CEO Report

24-41... On **motion** by Brandon Van Dam and **seconded** by Margaret Lam, it was **RESOLVED** that the consent agenda items be approved.

**CARRIED**

6. **Business arising**

None

7. **Reports of officers**

a. **Report of the Chair**

Chair Katherine Andrews shared an update on the Board Self-Assessment Items report.

## **b. Report of the CEO**

- 100-Day Plan

Chief Executive Officer Darren Solomon shared a presentation on his 100-Day Plan. The key areas he's focusing on at this point are the strategic plan, building board confidence, the union transition, fostering a healthy culture, construction of the Southwest Community Library, and addressing immediate risks to the organization.

Board members shared appreciation for the CEO report included in the board package.

## **c. Report of Councillors**

Councillor Margaret Johnston and Councillor Christine Michaud shared an update on the City of Kitchener's infrastructure and Vision Zero initiatives as well as the City of Kitchener providing emergency funding to TheMuseum.

## **8. New Business**

Board members discussed the purpose of the Report of Councillors and suggested exploring a new approach.

Board members discussed the consent agenda method, its purpose and whether reports for information need to be included in the consent agenda.

Board members discussed the opportunity to explore different start times.

Chair Katherine Andrews thanked members for their input and noted she would take these suggestions back for further exploration.

9. Adjournment

24-42... There being no further business, on **motion** by Brandon Van Dam and **seconded** by Laura Blythe, it was **RESOLVED** to adjourn the meeting at 9:04 p.m.

**CARRIED**

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Chair

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Secretary-Treasurer