

**MINUTES OF THE SECOND MEETING OF
THE GREATER SUDBURY PUBLIC LIBRARY BOARD**

March 23, 2023
Hybrid Meeting

Commencement: 5:35 p.m.
Adjournment: 7:22 p.m.

PRESENT

P. Arora, M. Bellmore, K. Bowman, F. Cormier, M. Lamarche, M. Signoretti, A. Sizer, A. Thomson

REGRETS

T. Laughren

STAFF

Brian Harding, CEO and Chief Librarian
Mette Krüger, Manager of Libraries and Heritage Services
Jessica Watts, Manager of Citizen Service Centres
Laura Lavigne, Co-ordinator of Public Services
Colleen Burns, New Central Library Project Lead

GUESTS

N/A

Meeting was called to order.

**LAND
ACKNOWLEDGEMENT**

The Greater Sudbury Public Library serves a community located on the lands of the Anishnawbek Peoples and within the territory of the Robinson Huron Treaty of 1850. This is the traditional territory of Atikameksheng Anishnawbek, the Wahnapiatae First Nation and the Sagamok First Nation. Greater Sudbury Public Library gratefully acknowledges these Indigenous Nations for their guardianship of this land.

**DECLARATIONS OF
CONFLICT OF INTEREST
AND GENERAL NATURE
THEREOF**

None declared

AGENDA

The following motion was presented:

2023-6 P. Arora / F. Cormier

THAT the agenda of the SECOND meeting of the Greater Sudbury Public Library Board, March 23, 2023, be approved.

CARRIED

CONSENT AGENDA

The following motion was presented:

2023-7 K. Bowman / A. Sizer

THAT the Consent Agenda be approved.

CARRIED

ITEMS FOR ACTION

7.1 Report – Recognition of Service to the Greater Sudbury Public Library Board

Report attached

Brian commended Steven Townend for his years of exemplary service to the Board. Brian recommended a policy that any Board member who has served 2 terms be given a gift worth up to \$50.

Discussion

A Board member asked if \$50 is sufficient. Brian suggested we could offer a gift basket containing GSPL-branded items plus some locally produced items.

The following motion was presented:

2023-8 A. Thomson / M. Lamarche

THAT the Board direct the CEO and Chief Librarian to issue a letter of appreciation to Steven Townend for extensive service to the Greater Sudbury Public Library and that the Board authorize the CEO to present a gift to accompany the letter with a value not exceeding \$50.

A Board member asked if the letter should be co-signed by the Chair of the Board, and all agreed.

CARRIED

7.2 Report – Proposed 2023 Regular Meeting Schedule

Report attached

The Board was provided a draft schedule for the coming year's meetings and offered an opportunity to adjust the time or dates.

Discussion

The Board opted for a 5:15 start time for 2023 to better accommodate members' schedules.

The following motion was presented:

2023-9 M. Signoretti / F. Cormier

THAT the Board approve the 2023 Regular Meeting Schedule as amended.

CARRIED

7.3 Report – Emergency Camera System Replacement at New Sudbury and South End Libraries

Report attached

Mette explained the request for camera repairs at the two libraries.

Discussion

A member suggested this seems like an operational matter as the cost is under \$25,000, and asked what the policy is on spending library reserves.

Brian replied that the Library Board has authorization up to \$25,000; anything over \$25,000 must go through Council. Since the cost is too large to come from the library's operational budget, it needs to come out of reserves, thus needing Board approval.

The Board member asked if there were further funds required for this project that would bring the total cost over \$25,000, would it then have to go through Council? Brian replied that if we needed another large sum for the same project which surpassed the \$25,000 threshold Council approval would be required.

A Board member asked if we had to get multiple quotes for this work. Mette replied that the given the costs of this project do not require multiple quotes, that the selected contractor is a pre-qualified with the City and that Corporate Security recommended the contractor.

A Board member asked whether it would save money to do the upgrade to digital at both libraries all together. Brian explained that we have been advised we can get another year or two out of the existing system, which will save us money. Neither Corporate Security nor the vendor have identified an economy of scale by bundling a South End Library upgrade with the New Sudbury Library upgrade.

The following motion was presented:

2023-10 P. Arora / M. Lamarche

THAT the Greater Sudbury Public Library Board authorizes funding in the amount of \$20,045 from the Library and Citizen Services Reserve Fund to replace the camera system at the New Sudbury Library and to repair the camera system at the South End Library.

CARRIED

PRESENTATION

8.1 Board Orientation (Brian Harding)

The Board and staff introduced themselves. Brian oriented Board to GSPL structure and operations, the Public Libraries Act (PLA), and their responsibilities throughout their term. The training will continue over the next four years, as recommended by OLS.

Discussion

A Board member asked if there is any provision to allow for staggered terms of the Library Board to provide continuity. Brian indicated that staggered terms are not permitted in the PLA. He suggested that this Board work with our current Council to develop

shared understanding and agreement on how to work together to support how our Board nominations process works in hopes of avoiding a sweeping change of membership.

A question arose about physical attendance. Brian said that is not required by the PLA, but it could be added to the library's by-laws. The topic of removing members based on missed meetings came up, and the Chair pointed out that having to replace members due to missed meetings disrupts governance and takes a lot of time.

A Board member inquired whether the PLA imposes any geographical restrictions for library membership. Brian replied that while this is not indicated in the PLA, since libraries are funded through municipal budgets, some choose to create limitations or charge non-resident fees, some form reciprocal agreements with other libraries in their area, and others have a more open policy.

A Board member inquired whether they are covered under the Board's liability insurance, and Brian confirmed that they are.

REPORTS

9.1 Chair's Report (Michael Bellmore)

Michael has been communicating daily with the CEO, especially regarding the New Central Library/Junction East project. He has also been communicating with community partners and members of Council, advocating for the Library.

9.2 CEO's Report (Brian Harding)

Operating Agreement

Brian has received a draft of the Operating Agreement and is now working with Kevin Fowke (CGS) to create a draft for the Board. This may be as early as next month's meeting.

New Central Library

At the last meeting, Brian requested the Board's authorization to do work on assessing existing infrastructure. City staff have received direction to assess City-owned locations for the library. There are no privately-owned locations that could house the entire Junction East project, and even City-owned locations may not fit all the previous partners; therefore, there may be a decoupling.

Discussion

A Board member asked if City staff will be deciding the location for the library. Brian replied that they have issued an RFQ for an engineer to investigate city-owned sites to determine if there is viability of those sites. They may then provide us with those potentially viable sites for our comment, which they would bring back to Council as part of that report in July.

The City is in the process of shortlisting sites of City-owned properties within the downtown core that could be repurposed. GSPL will have an opportunity to contribute to the report. City staff are not selecting a site on our behalf.

A Board member mentioned that they found out the YMCA is one of the sites being assessed. A Councillor clarified that the YMCA is a condominium agreement, which is partially owned by the City. However, it is currently occupied.

ITEMS FOR INFORMATION

10.1 2022 GSPL Annual Report

Brian shared the 2022 GSPL Annual Report with the Board.

10.2 Report – Financial – 2022 Year-End Estimates

Brian shared the year-end estimates and will provide the final numbers when they are available.

This year, our expenses came in very close to the budgeted amount. A contribution to Reserves of approximately \$300,000 is recorded as an expense so it looks like we come in right at our budgeted amount.

CORRESPONDENCE

N/A

OTHER BUSINESS

N/A

ADJOURNMENT

The following motion was presented:

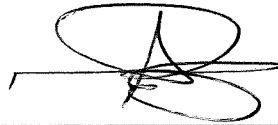
2023-11 A. Sizer / K. Bowman

THAT this meeting does now adjourn. Time: 7:22 pm

CARRIED



Brian Harding, CEO



Michael Bellmore, Chair