

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

May 28th, 2020
Zoom Meeting

Commencement: 4:32 p.m.
Adjournment: 6:31 p.m.

PRESENT

Councillor M. Signoretti, S. Belanger, C. Zuliani, M. Lalonde,

REGRETS

M. Bellmore, S. Townend

CITY STAFF

Mette Krüger – Interim CEO
Ian Wood – Executive Director of Strategic Initiatives, Communications
and Citizen Services
Patricia Cote – Administrative Assistant in Strategic Initiatives,
Communications and Citizen Services
Rick Clouthier – Manager of Citizen Services

Meeting was called to order.

AGENDA

The following motion was presented:

2020-17 C. Zuliani / S. Belanger

THAT the agenda of the Fourteenth meeting of the Greater Sudbury
Public Library Board be adopted.

CARRIED

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

None declared

MINUTES

The following motion was presented:

2020-18 M. Lalonde / S. Belanger

THAT the minutes of the Thirteenth Meeting of the Greater Sudbury
Public Library Board held on April 23rd, 2020 be adopted.

CARRIED

BOARD ORIENTATION

COVID-19 Resources for Library Boards

M. Krüger provided an update to the Board regarding resources that library organizations have created and curated to support public library boards through the pandemic. M. Krüger spoke to the COVID-19 resources, which have been made available to the Board for their review and consumption regarding recommendations for public libraries in response to COVID-19. There was also discussion around the start of curbside pickup at some of library branches.

POLICY REVIEW

Schedule of Library Fees and Fines

A breakdown of the Greater Sudbury Public Library fines and fees, which were last updated July 1, 2018, was provided to the board for review. A discussion on changes took place during the Reports section of the meeting.

PRESENTATION

Junction East Update

Ian Wood, Executive Director, Strategic Initiatives, Communications and Citizen Services advised the Board there have been productive conversations with the Sudbury Multicultural and Folk Arts Association and the Sudbury Theatre Centre. Progress has also been made with the purchasing of the small parking lot. In June, I. Wood will be providing an in camera update to council regarding the status of the project.

Community engagement is a crucial step in the design process once the Architect has been selected. The firm will look to the Board, public at large, and library staff for technical input. There should not be much of a delay due to COVID. I. Wood encourages the Board to dedicate a full time liaison to this project. Once started, the project will move quickly and will be fairly demanding. Having someone at the table to share the views of the Library would be beneficial. A lengthy discussion then took place surrounding the selection criteria for the RFP and the importance of continuing to move this project forward during the COVID-19 pandemic.

REPORTS

Chair's Report

None

CEO's Report

M. Krüger updated the Board on operations, including the fact that a number of library staff continue to be redeployed in essential areas of the City to help respond to COVID-19. The Board expressed their appreciation for the dedication and commitment of library staff and will be sending a thank you letter to all employees who accepted redeployment.

The Programming Team has pivoted very well from in-person to online programs and has seen a substantial increase to numbers accessing programs. M. Krüger shared that the most recent event, a Gardening workshop, attracted 1100 people who attended the live online event virtually. Other library services, which continue during COVID-19 were

also highlighted, including usage statistics for requests for information, technology assistance, and circulation of electronic materials. During the current closure, some branches have also had minor repairs.

Report from the Interim CEO regarding Recruitment

Due to COVID-19 recruitment has been placed on hold. Therefore, status remains unchanged since the last meeting with two permanent full time vacancies and four part-time vacancies.

Report on Photocopying/Printing Fees

M. Krüger advised the Board that with the near completion of the updates to the new public computers, the fees charged for photocopying should be reviewed. Comparison polls show that GSPL charges ten to fifteen cents higher than other municipalities. Staff recommended reducing the fees due to reduced photocopying costs and to make the service more accessible. A breakdown of proposed cost was provided, with a lengthy discussion taking place. M. Krüger will provide a financial breakdown surrounding photocopying/printing fees at the next Board meeting.

The following motion was presented:

2020-19 C. Zuliani / M. Lalonde

THAT the Greater Sudbury Public Library Board approve the changes to the Schedule of Fees and Fines recommended by staff.

CARRIED

CORRESPONDENCE

None

OTHER BUSINESS

Proposed Phased Reopening Plan

M. Krüger and R. Clouthier highlighted upcoming steps and stages to the reopening of library branches and Citizen Service Centres and identified some short-term changes as well as some permanent changes that will occur, such as the installation of acrylic protective barriers. Staff is currently working on preparing to offer Curbside Pickup in response to the Province's launch of Stage One of the Province's Restart Phase.

Governance Transition

C. Zuliani sent a draft proposal of the constitutional by-laws to the Board Members last week looking for feedback by our meeting scheduled in June.

ADJOURNMENT

The following motion was presented:

2020-22 M. Lalonde / C.Zuliani

THAT this meeting does now adjourn. Time: 6:31 p.m.

CARRIED

Mette Krüger, Secretary

Mark Signoretti, Vice Chair