

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

September 24th, 2020
Zoom Meeting

Commencement: 4:31 p.m.
Adjournment: 7:09 p.m.

PRESENT

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

REGRETS

None

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
Pierre Dubuc – Coordinator of Outreach Programs and Partnerships

Meeting was called to order.

AGENDA

The following motion was presented:

2020-29 M. Lalonde / Councillor M. Signoretti

THAT the agenda of the Sixteenth 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:

2020-30 C. Zuliani / S. Townen

THAT the minutes of the Fifteenth Meeting of the Greater Sudbury Public
Library Board held on June 25th, 2020 be adopted.

CARRIED

The following motion was presented:

2020-31 M. Lalonde / Councillor M. Signoretti

THAT the minutes of the FIRST SPECIAL Meeting of the Greater Sudbury Public Library Board held on July 14th, 2020 be adopted.

CARRIED

BOARD ORIENTATION

Library Programming at GSPL During COVID-19

Pierre Dubuc, Coordinator of Outreach Programs and Partnerships, presented an overview of the program's continued success even during the COVID-19 pandemic. P. Dubuc prepared a slide show highlighting how programming has changed during this time. This slide show will be made available to Board Members for viewing at their leisure. A complete list of what took place over the spring and summer months and how programming switched from in house to virtual was also explained in detail. Library staff worked diligently, trying to keep public as informed and engaged as possible. P. Dubuc provided the Facebook links for the Board to view Programming & Services available for both Adults and Youth within the Greater Sudbury area. See below.

<https://www.facebook.com/groups/GSPLibraryAdultPrograms>

<https://www.facebook.com/groups/GSPLibraryPrograms>

P. Dubuc informed the Library Board that over this spring and summer months, online stats have increased unlike ever before. A complete breakdown of all stats was provided to the Board. Some of the results are directly related to COVID-19 and to people having to stay home to self-isolate. Individuals continued to log in to the virtual services due to the large variety of programming available. P. Dubuc praised all library staff for the great job and hard work they have done and continue to do during this pandemic.

PRESENTATION

Junction East Update

Ian Wood, Executive Director, Strategic Initiatives, Communications and Citizen Services provided the Library Board members with an update. Although the RFP has not been officially been signed, the City continues to move in that direction. There has been a number of back and forward with Lawyers, which is common when dealing with a project of this size.

Once the RFP process has been completed both the Library Board and Art Gallery Board will be invited to a virtual meeting to meet the successful consulting team. From there, the consulting team will be announced to the public.

A lengthy discussion took place on the reason for delays in awarding the contract. The Board was reminded that with this size of a project, it is important not to rush the process, as it could be very costly to go back and make changes.

REPORTS

Chair's Report

Chair Bellmore spoke to recent reopening of a number of GSPL branches and complemented the hard work of all Library staff working through the closure and now reopening of branches during the COVID-19 pandemic.

Chair Bellmore presented to City Council on September 8th, 2020 to highlight what the Public Library looks like today. Since that time, the CAO's office has reached out to set a meeting date to continue discussions around the governance transition and the New Main Library facility. Updates will continue as these discussions happen. During the presentation, City Councillors requested additional information regarding Homebound Services. To date, three Councillors accepted the CEO's invitation to discuss Homebound Services and other services designed to meet the needs of the community.

CEO's Report

M. Krüger represented GSPL in a panel discussion at Ontario Library Service – North's annual virtual conference, *PATHS*. With approximately 100 people in attendance, M. Krüger represented the large-sized libraries within Northern Ontario and how they have responded to the COVID-19 pandemic and continue to adapt to change.

Most redeployed staff have returned to their home positions within the library, with few exceptions. Current focus on expanding service hours and reopening branch locations, thus meeting community needs for library services. M. Kruger and R. Clouthier provide weekly updates to all library staff via virtual meetings.

The Code of Conduct is currently being drafted and should be ready for the Board's review at the October Board meeting.

Three library branches are part of a broader City application for accessibility funding through the Rick Hansen Accessibility Certification Program.

Report on Fines and Fees

As a follow up to the report presented in June, M. Kruger recommended that the Board continue to temporarily eliminate overdue fines. The quarantine time for returned items has increased to seven days in accordance with the latest research and best practices. With staff unable to handle returned items to acknowledge return date, patrons would see fines accrue on their account for at least 7 days, which would result in a drastic increase to the number of patron queries we receive regarding fines on patrons' accounts. A discussion took place highlighting Radio Frequency Identification (RFID) system, which would be helpful in this situation. After a lengthy discussion, a request for temporarily eliminating overdue fines and fees was put forward.

The following motion was presented:

2020-32 S. Townend / C. Zuliani

THAT the Greater Sudbury Public Library Board temporarily eliminate overdue fines with a review of this practice at the December 17th, 2020 meeting.

CARRIED

Report on Phased Reopening of Library Services

M. Krüger and R. Clouthier outlined the reopening of six district libraries as well as the three town libraries and Citizen Service Centres from August to September 2020. There is a current proposed plan to extend hours at the six district libraries to better suit community needs and to reopen the four neighbourhood libraries by mid-October.

Report on Revisions to Internet Use Policy

M. Krüger provided the Board members with the policy prior to the meeting for their review. A discussion took place focusing the on changes.

DEFERRED

Report on Recruitment

M. Krüger provided the Board with a breakdown of vacancies as well as new hires. Seven positions have now been filled over the past few weeks.

STRATEGIC PLANNING

None

CORRESPONDENCE

None

OTHER BUSINESS

Board Vacancy

The following motion was presented:

2020-33 C. Zuliani / S. Belanger

THAT the Greater Sudbury Public Library Board, as per Article 13(c) of the Public Libraries Act, hereby declares a seat vacant and directs the CEO to notify the appointing council accordingly.

CARRIED

New Main Library Project Support

The following motion was presented:

2020-34 C. Zuliani / S. Townend

THAT the Greater Sudbury Public Library Board endorse accessing up to \$85,000 per annum from the Library Reserve for the purpose of funding the hiring of a New Main Library Project Lead for a 12-month period with

one further 12 month option.

CARRIED

Governance Transition

DEFERRED

Budget Process for 2021

I. Wood provided a PowerPoint presentation. The contents provided within were not verified by the City's Executive Leadership Team or City Council and are subject to verification and change. In addition, the City budget is not final until approved by council, which will take place around April 2021. I. Wood advised that, with the CGS-GSPL operating agreement still in process, the budget process may change in upcoming years. Members were then walked through the presentation and engaged in a lengthy discussion.

ADJOURNMENT

The following motion was presented:

2020-35 M. Lalonde / S. Belanger

THAT this meeting does now adjourn. Time: 7:09 p.m.

CARRIED

Mette Krüger, Secretary

Michael Bellmore, Chair