

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

January 23rd, 2020
Mackenzie Boardroom

Commencement: 4:34 p.m.
Adjournment: Quorum lost 6:27

PRESENT

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

REGRETS

B. Brisco, C. Zuliani

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
Eleethea Savage – Special Projects Manager
Kelly Gravelle – Deputy City Solicitor, CGS
Rick Clouthier – Manager of Citizen Services
Colette Berube – Inter Library Loans Technician
Patti Walton – Home Bound Service Assistant

Meeting was called to order.

AGENDA

The following motion was presented:

2020-01 S. Townend / M. Lalonde

THAT the agenda of the Eleventh 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:

2020-02 M. Lalonde / S. Townend

THAT the minutes of the Tenth Meeting of the Greater Sudbury Public Library Board held on December 12, 2019 be adopted.

CARRIED

BOARD ORIENTATION

Accessibility and Assistive Services at GSPL – Powerpoint presentation

Patti Walton, Home Bound Service Assistant introduced herself to the Greater Sudbury Public Library Board. Ms. Walton provided a full explanation on what Homebound Services are and how they work. Ms. Walton explained that there are more residents wanting access to the program than what the capacity allows. This is due to the inability to keep up with the demands for the service with only one staff.

Colette Berube, Inter Library Loans Technician introduced herself to the Greater Sudbury Public Library Board. Colette spoke about the Centre for Equitable Library Access (CELA) program offered at GSPL. Colette explained to whom the program is geared and how patrons can sign up. Stats presented showed an increase of 13 new patrons from last year, bringing the total number of patrons accessing the service to 141.

Ms. Berube and Ms. Walton showcased assistive devices available for the public to borrow, including Victor Readers, magnifiers, walkers, and screen readers and presented a wish list of items that are planned to be purchased in 2020.

POLICY REVIEW

Service Animal Policy

M. Krüger has been working with the Legislative Compliance Coordinator and Deputy City Solicitor on an updated policy to address current issues surrounding animals in City facilities, including libraries. The current GSPL policy (Regulations on Pets and Service Animals in the Library) does not adequately address the challenges experienced with therapy animals. A clearer policy has been drafted that allows only service animals and guide dogs in City facilities. Additionally, the policy provides guidance to staff on what type of documentation they can request if and when required. M. Krüger will follow up with the Board once the draft policy has been revised to seek Board approval for this CGS Policy.

PRESENTATION

CGS-GSPL Operating Agreement Review

Kelly Gravelle, Deputy City Solicitor, provided a complete review of the current Operating Agreement between the City of Greater Sudbury and Greater Sudbury Public Library. K. Gravelle acknowledged the plans to update the agreement in response to the Auditor General's Governance Audit of the Greater Sudbury Public Library. The current agreement will be reviewed by City staff at length, with amendments being brought back to the Board for review.

REPORTS

Economic Impact Assessment Final Report

The Board was presented with the final report of the Economic Impact Assessment drafted by McSweeney & Associates, which identified that every \$1 invested in the library turns into \$7.71 of economic impact, based on 2018 data. A discussion took place highlighting opportunities for the library to build upon, such as the Makerspace. Councillor M.

Signoretti suggested that the report be shared with Council.

Chair's Report

Four staff will be attending the OLA Super Conference which will be held January 29 to February 1, 2020 in Toronto.

The Board has also confirmed the attendance of two Board Members

Board Member Attendance Summary 2019

A handout was provided showing each members' attendance for 2019.

CEO's Report

M. Krüger provided an update to initiatives/events which will or have taken place at the library.

- Repair Café has garnered attention from the media, Mayor Bigger and communities all over the province.
- Community group will be working on a small quilt which will be donated to the Geneva House when complete.
- Family Literacy Day promotion will be taking place in 6 French/English, public/Catholic schools within our Municipality on January 27, 2019. Programmers will be presenting at schools throughout the day.
- Hosting a Programming pop-up at the Snow Day at Bell Park on February 1st.

M. Krüger recently had an opportunity to speak to the media about how the library is responding to the needs of residents by providing a warm space during the cold months. In the interview, she described the library's approach to balancing the diverse needs of patrons. The Programming staff have been looking at ways of engaging patrons during their visit to the library.

M. Krüger has been working with various departments within the City of Greater Sudbury evaluating the possibility, risks and opportunities in training staff in the use of Naloxone. A report is currently being drafted. When complete, it will be forwarded to the Executive Leadership Team for review.

Janitorial Services tender for New Sudbury, South End, and Main Libraries will be going out in the near future. This contract will include both cleaning services and hand shoveling. M. Krüger will advise the Board when a contractor has been selected.

Report from the Interim CEO regarding Board Composition

A discussion took place regarding increasing the number of Greater Sudbury Library Board members for the remainder of the 2019-2022 term. This was also a recommendation in the Library Governance Report.

It was decided that two additional members should be recruited.

The following motion was presented:

2020-03 S. Belanger / M. Lalonde

THAT the Greater Sudbury Public Library Board direct staff to recruit two (2) additional Board Members.

CARRIED

Report from the Interim CEO regarding Expanded Service Coverage during Summer Hours.

M. Kruger informed the Board of the plan to expand library hours during the summer months. The planned change in hours will result in a library branch being open each evening between Mondays and Thursdays during the summer months in the Sudbury core by changing the evening hours of the New Sudbury and South End Library branches. A handout highlighting the changes was provided.

Report from the Interim CEO regarding Recruitment

Recruitment continues with one permanent full time vacancy, eight permanent part-time vacancies, and two temporary vacancies. This continues to include the vacancies created due to the Manager of Libraries and Heritage Resources position which in itself is creating four additional vacancies as a direct results of back filling.

CORRESPONDENCE

None

OTHER BUSINESS

Library Art Gallery Large Project Update

Eleethea Savage, Manager of Special Projects, provided a brief update on the project. The RFP has been extended once more to February 7, 2020.

Flour Mill Museum Move

Ian Wood, Executive Director of Strategic Initiatives, Communications and Citizen Services, provided the Board with an explanation as to why the move was necessary. I. Wood will be bringing forward a report to Council on February 4, 2020 which will outline the future direction as well as highlighting what will need to be done to achieve those goals.

RECESS INTO CLOSED MEETING

The following motion was presented:

2020-05 S. Belanger / M. Lalonde

THAT the Greater Sudbury Public Library Board move in camera at 6:10pm.

In camera session was to discuss staffing.

CARRIED

ADJOURNMENT

Quorum was lost at 6:27pm as Councillor M. Signoretti excused himself from the meeting.

Mette Krüger, Secretary

Michael Bellmore, Chair