

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

February 27th, 2020
South End Library Conference Room

Commencement: 5:13 p.m.
Adjournment: 6:42 p.m.

PRESENT

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

REGRETS

M. Bellmore, B. Brisco

CITY STAFF

Mette Krüger – Interim CEO
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:

2020-08 C. Zuliani / S. Townend

THAT the agenda of the Twelfth meeting of the Greater Sudbury Public Library Board be adopted as amended.

C. Zuliani requested the agenda be amended with the following additions to Other Business:

1. Job Description approval – Resolution Prepared
2. Property Committee Minutes approval – Resolution Prepared

CARRIED

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

None declared

MINUTES

The following motion was presented:

2020-09 S. Townend / S. Belanger

THAT the minutes of the Eleventh Meeting of the Greater Sudbury Public Library Board held on January 23, 2020 be adopted.

CARRIED

BOARD ORIENTATION

Governance Hub – Upcoming Training

M. Krüger spoke to upcoming training with additional courses which are available to Board member. M. Krüger informed Board members should they be interested there is the opportunity for them to register.

2020 Priorities for GSPL Board

M. Krüger shared this is an exciting time with new projects. With upcoming governance changes, the Board will have a greater responsibility for library services and therefore M. Krüger has reached out to Ontario Library Service – North for training options. Other training methods were also briefly discussed which also included a training budget in the future.

POLICY REVIEW

Use of Service Animal and Guide Dogs Policy

A draft was presented at a previous meeting. Changes now include exceptions when proper documentation is provided by patron in approved programming. Branch supervisors were consulted and are comfortable with changes. It was asked this policy not only be recognized as a city policy but also a Library policy.

PRESENTATION

NONE

REPORTS

Chair's Report

None

CEO's Report

M. Krüger will be working with communications to draft an ad for the two new board members recruitment for the remainder of the 2019-2022 term.

Upgrades to all public computers in all 13 branches is under way. New software for managing computer bookings was purchased late last year. One hundred and sixteen computers are being updated with Windows 10 at this time with a deadline for completion being the end of March 2020.

M. Krüger provided the Board with the MBNCan stats for 2018 adding these stats can be viewed at leisure on the MBNCan website. Here you can see where Greater Sudbury Public Library lies with regards to circulation of library materials, collection size, cost per use, computer use, etc.

Report from the Interim CEO regarding Recruitment

Recruitment continues with two permanent full time vacancies, seven permanent part-time vacancies, and one temporary part-time vacancy. The position of Manager of Libraries and Heritage Resources has now been filled with Mette Krüger being the successful candidate. Congratulations was given by the Board.

Report from the Interim CEO regarding Library Task Force

Discussion took place surrounding recent concerning behaviour by patrons. M. Krüger has been in contact with HR to help address these growing concerns. One of the outcomes is the assembly of a Library Safety Task Force which will consist of Board Member, Management, staff, CUPE, Corporate Security and HR.

The following motion was presented:

2020-10 S. Belanger / C. Zuliani

THAT the Greater Sudbury Public Library Board approve the draft Terms of Reference for the Library Safety Task Force and appoint Steven Townend and Michel Lalonde as an alternate to participate on the Library Safety Task Force as Board representative(s).

CARRIED

Verbal report from attending Members of the OLA Super Conference

Michelle Lalonde provided the board with a few take aways from the Conference. It was agreed the participation of our Board Members was extremely beneficial. There was a number of learning opportunities and contacts which were made during this time which can be applied to the work of the Board.

CORRESPONDENCE

None

OTHER BUSINESS

Board Governance Transition Plan

Ron Foster, Auditor General, City of Greater Sudbury, provided a review of the Governance Report and what the Transition Plan could look like. A lengthy discussion took place surrounding the findings.

Property Committee – Terms of Reference

The following motion was presented:

2020-11 C. Zuliani / M. Lalonde

THAT the Greater Sudbury Public Library Board Property Committee's Terms of Reference be adopted.

CARRIED

Job Description

The following motion was presented:

2020-12 S.Belanger / M. Lalonde

THAT the Greater Sudbury Public Library Board approve in principle the Job Description for the Facilities Project Lead (Interim Posting)

CARRIED

Property Committee Minutes

The following motion was presented:

2020-13 S. Townend / M. Lalonde

THAT the minutes of the Greater Sudbury Public Library Board Property Committee held of December 12, 2019 be accepted.

CARRIED

ADJOURNMENT

The following motion was presented:

2019-14 S. Townend / M. Lalonde

THAT this meeting does now adjourn. Time: 6:42 p.m.

CARRIED

Mette Krüger, Secretary

Michael Bellmore, Chair