

**MINUTES OF THE TWENTY-SIXTH MEETING OF
THE GREATER SUDBURY PUBLIC LIBRARY BOARD**

September 23, 2021
Zoom Meeting

Commencement: 5:04p.m.
Adjournment: 6:57 p.m.

PRESENT

M. Bellmore (Chair), K. Bowman, L. Davis, M. Lamarche, L. McGauley,
Councillor M. Signoretti, S. Townend, T. Laughren

REGRETS

L. Davis

CITY STAFF

Ian Wood – Executive Director of Strategic Initiatives, Communications
and Citizen Services

Sandra Cull – Administrative Assistant, Communications

Mette Kruger – Manager of Libraries and Museums

Jessica Watts – Manager of Citizen Services

Colleen Burns – New Central Library Project Lead

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 Wahnapiitae First Nation and the
Sagamok First Nation. Greater Sudbury Public Library gratefully
acknowledges these Indigenous Nations for their guardianship of this
land.

AGENDA

The following motion was presented:

2021-86 L. McGauley / M. L. Lamarche

THAT the agenda of the Twenty-Sixth 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:

2021-87 K. Bowman / M. Signoretti

THAT the minutes of the Twenty-Fifth meeting of the Greater Sudbury
Public Library Board held on July 6th, 2021 be adopted.

CARRIED

PRESENTATION

Central Library Project Update

Colleen provided a PowerPoint presentation with an update on the progress of the new Library. The presentation focused on schematic design and detailed design. Colleen went through the main floor library space with the group which has more open space, brighter spaces, community spaces with a mobile kitchen. The second floor has access to technology with study spaces and small meeting rooms designed for web based appointments, such as OTN appointments. The second floor also has a childrens' area and terrace, local history area and a silent room for quiet studying. Design wrap up will happen by late October.

Mette informed the group that KPMG, the consultant, has been tasked with tenant guidelines but these have not yet been finalized.

Colleen will continue to update the Library Board members at upcoming meetings.

Advocacy Update – Information Night

Colleen thanked the Board members who were able to attend information night. Michael will reach out to Councillors for discussion to advocate for the project and Board members were encouraged to do the same. Michael will also assist Board members with their discussions to be had with Councillors and other important members of the community, Colleen offered resources for Board members for these meetings and conversations as well.

The Chair thanked Colleen, Mette and Jessica for participating and organizing a great event and for their continued ongoing efforts with the project.

Ian Wood advised that the project is entering a critical phase. There is a sense of the overall building and components and how everything will fit together. Cost consultants are now able to really crunch numbers. A projection of the cost to is forthcoming.

Letters of Support

Colleen has shared letters of support with the Board and will also share the same with Council. Colleen will also share the list of community members who have already been contacted so as to not duplicate.

Your Stories

Your Stories is a City led project with the Communications department producing videos in support of the Large Projects.

REPORTS

GSPL Operating Budget 2022 – Draft 2

Ian went over the budget, the line accounts were circulated. The Board briefly discussed the debt repayment and Ian confirmed the amount in the operational budget is for interest repayments for the funds borrowed to build the South End Branch. The \$198,000 is paid annually through the City Capital Budget and is the principal payment for the project.

Ian confirmed that the additional considerations of security, salary for the CEO and digital materials have now been included in the draft budget document.

Capital Budget - Capreol Project – Accessibility

Ian has confirmed that the City has applied for the Enabling Accessibility Funds Grant. The Capreol project is very extensive requiring outside work which includes redoing the exterior ramp, changing the stairs and platform, installation of 2 lifts, doors and the building requires an accessible washroom. The City is working through the inventory of buildings for accessibility through to December, 2022. The Provincial deadline to meet accessibility guidelines is 2025.

Reserve Fund

Ian described how the reserve can be used and that Council approval is required with expenditures over \$25,000.

Revenues and Expenses

The Board reviewed the Revenues and Expenses which now include the salary and benefits for the CEO.

Mette confirmed that Corporate Security and Health and Safety have agreed that 1 security guard is required rather than 2. She went on to review the digital material expenses. Councillor Signoretti requested more context regarding internal recoveries, especially with respect to the IT costs. The amount is high based on a formula measured across the organization which takes internet connections, number of PC's, photocopy useage and allocates an amount to each section. The challenge is that much of the additional cost for IT has been for new software, Customer Service Management and moving to Outlook. Michael asked for the total IT amount.

Budget Options

Ian presented the group with 2 budget options. The group discussed briefly and it was decided that most were in favour of a 4.7% increase totalling \$8,636,518.00.

The following motion was presented:

2021-90 L. M. Lamarche / K. Bowman

THAT the GSPL Board present an operating budget request of a 4.7% increase totaling \$8,636,518.00.

CARRIED

Appointment to Ontario Library Service Board Assembly

With B Brockerhoff-MacDonald's resignation came a vacancy on the Ontario Library Service Board. Since the new Library Board member will not be approved by Council until the October Council meeting, the Board has decided to defer this item to the next meeting.

STRATEGIC PLANNING

None

CORRESPONDENCE

None

OTHER BUSINESS

CEO Position

Ian briefed the Board on the hiring of the CEO. The posting is now circulating and Ian encouraged the Board to circulate the posting within their networks. Mette will share the link of the posting with the group. Ian thanked the sub-committee for their work. There is a meeting in October to discuss the interview process.

ADJOURNMENT

The following motion was presented:

2021-91 L. McGauley / S. Townend

THAT this meeting does now adjourn. Time: 6:57 p.m.

CARRIED

Mette Krüger, Secretary

Michael Bellmore, Chair