

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

June 24th, 2021  
Zoom Meeting

Commencement: 5:02 p.m.  
Adjournment: 7:21 p.m.

**PRESENT**

Councillor M. Signoretti (Acting Chair), M. Bellmore (Chair), K. Bowman, B. Brockerhoff-Macdonald, M. Lamarche, S. Townend.

**REGRETS**

L. Davis, L. McGauley

**CITY STAFF**

Ian Wood – Interim CEO (Executive Director of Strategic Initiatives, Communications and Citizen Services)

Mette Krüger - Manager, Libraries & Heritage Resources

Sandra Cull – Administrative Assistant of Communications

Jessica Watts – Acting Manager of Citizen Services

Laura Lavigne, Coordinator, Public Services

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 this the traditional territory of Atikameksheng Anishnawbek, the Wahnapiatae First Nation and the Sagamok First Nation. Greater Sudbury Public Library gratefully acknowledges these Indigenous Nations for their guardianship of this land.

The Land Acknowledgement was read and was agreed that it should be read at the beginning of each Board Meeting.

**AGENDA**

The following motion was presented:

**2021-74 K. Bowman / M. Lamarche**

**THAT** the agenda of the Twenty-Fourth 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:

**2021-75 S. Townend / K. Bowman**

**THAT** the minutes of the Twenty-third meeting of the Greater Sudbury Public Library Board held on April 22, 2021 be adopted.

**BOARD ORIENTATION**

Presentation by Ontario Library Service

Mette introduced and welcomed Steven Kraus – OLS Director of Training and Consulting and Alexandra Taylor – OLS Consultant.

Steven and Alexandra explained to the group that their presentation would focus on the parameters for moving forward with the hiring of the Chief Executive Officer of the Greater Sudbury Public Library Board. They spoke to the hiring requirements under the *Public Libraries Act* and explained that the CEO cannot dually report to both the Board and the Municipality. Alexandra then gave a brief overview of different models of hiring committees which can include board members, staff, community stakeholders or consultants.

Alexandra noted that OLS offers a CEO Recruitment Guide which she briefly reviewed, as well briefly mentioning other hiring related resources.

Steven confirmed that although they are willing to provide assistance and guidance with the hiring process, they do not have the staffing to fully take on the responsibility at this time. The Board was advised that it was ultimately their responsibility to lead the hiring and ultimately appoint the CEO.

The group thanked Alexandra and Steven for their presentation.

**STAFF CHANGES**

Jessica Watts, Acting Manager of Citizen Services and Sandra Cull, Administrative Assistant to Communications were introduced and welcomed by the Board.

**PRESENTATION**

Junction East Update

Colleen Burns was unable to join the meeting, but her presentation was shared with the Board. Her presentation was a brief overview on what can be expected in the upcoming summer and fall months with regards to Junction East.

The results of the survey regarding the need for a new Main Public Library have been compiled into an infographic which can be found on Over To You. Colleen reiterated how important it is to get positive messaging out on the importance of a new library, not only to Council but to stakeholders and to the general public. It is also key to note that the new library supports every one of the seven pillars of the City's Strategic Plan.

The design team is working on the final design for Junction East. The Board will have a chance to provide feedback with respect to this design. There will also be a second public engagement campaign. Colleen has encouraged the Board to share this engagement opportunity with all of their networks.

On September 28<sup>th</sup> of this year, a decision to issue the tender for construction will be brought to Council. Colleen would like to begin soliciting for letters of support from organizations and individuals with influence within the community and has asked the Board to reach out to any organizations they are involved with for letters of support. Colleen will compile a list of individuals and organizations which she has already reached out to so that there is no duplication. Mette will provide the same to the Board.

Steven congratulated Colleen on the great job with the presentation.

Mette advised that KPMG has been hired by the City to determine how best to run the new Junction East space. There is a meeting scheduled in July with Mette and Michael. The Business Plan which was prepared in 2017 by Lourdes will be reviewed and assessed as to whether or not it is still accurate. Councillor Signoretti has requested an invite to this meeting as well.

Ian will apprise the Board with any news pertaining to Junction East over the summer months.

## **REPORTS**

### Chair's Report

None

### CEO's Report

None

### GSPL Financial Update Report

Ian informed the Board that the Library was in a surplus position at the end of the fiscal year in the amount of \$871,077. This was largely due to the COVID-19 response with library staff being relocated particularly to Pioneer Manor. In accordance with the City's Reserve and Reserve Fund Policy, this amount will be transferred to the Library and Citizen Services Reserve.

These funds can be used by the Board with the approval of City Council. The money is intended for but not limited to Capital. The reserve remains in place and carries over from year to year.

The group discussed the possibility of using these funds for the CEO position and agreed this topic would be revisited at a later date.

The following motion was presented:

### **2021-76 M. Bellmore / B. Brockerhoff-Macdonald**

**THAT** the Greater Sudbury Public Library hold a Special Meeting on September 9, 2021 for the purposes of reviewing the 2022 Draft Budget.

## Library Use Policy

Laura Lavigne gave a presentation on the overview of the Library Use Policy and the need for the policy to be updated to meet today's needs and challenges. This policy will enable all patrons to enjoy our libraries and for staff to provide customer service all while feeling safe while doing so.

Surveys were conducted with both the GSPL staff and community. The results were analyzed and the Policy includes the results.

The Library Use Policy will be posted in all Libraries as they reopen to the public on July 5.

The Board thanked Laura for the presentation.

The following motion was presented:

### **2021-77 K. Bowman / M. Lamarche**

**THAT** the Greater Sudbury Public Library adopt the Library Use Policy as outlined in the report dated June 18, 2021.

## COVID Reopening Plan

Mette gave the Board an overview of the service levels upon reopening including Steps 1, 2 and 3.

The library staff are presently working on a quarantine process for the return of library materials and have consulted with both Public Health and the City's Health and Safety Department for recommendations.

Both City Communications and Library staff will ensure there is extensive communication to notify patrons of changes to the service levels and hours of operations.

## **STRATEGIC PLANNING**

None

## **CORRESPONDENCE**

None

## **OTHER BUSINESS**

S. Townend inquired on behalf the Azilda Community Action network as to the process of using the display boards. J. Watts advised that there is a Community Information Policy in place regarding the display boards and she offered to help the Azilda CAN get in touch with the proper City staff member. S. Townend will have the CAN Chair contact Jessica.

S. Townend also inquired about whether the GSPL has or could stage a "Human Library". Mette advised that the Library has hosted a few Human Libraries in the past which are extremely popular events. A Human Library is a guest attending a library event to tell their story or their

experience.

The following motion was presented:

**2021-78 M. Bellmore / K. Bowman**

**THAT** the Greater Sudbury Public Library Board move into Closed Session to deal with one item regarding options for the 2022 Budget in accordance with the Public Libraries Act, 1990, s. 16.1 (4)(b) and (4)(d).

**ADJOURNMENT**

The following motion was presented:

**2021-80 M. Bellmore / M. Lamarche**

**THAT** this meeting does now adjourn. Time: 7:21 p.m.

**CARRIED**

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Ian Wood, Secretary

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Michael Bellmore, Chair