

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

March 27, 2025
Hybrid Meeting

Commencement: 5:22 p.m.
Adjournment: 6:41 p.m.

PRESENT

M. Bellmore, E. Benoit, K. Bowman, M. Lamarche, T. Laughren, D. McIntosh, A. Thomson

REGRETS

P. Arora, S. Lavallie

STAFF

Brian Harding, CEO and Chief Librarian
Colleen Burns, Administrative Co-ordinator of Library Services

GUESTS

n/a

CALL TO ORDER

Meeting was called to order at 5:22 p.m.

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

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

None declared

AGENDA

The following motion was presented:

2025-115 A. Thomson / E. Benoit

THAT the agenda of the TWENTY-FIRST meeting of the Greater Sudbury Public Library Board, March 27, 2025 be approved.

CARRIED

CONSENT AGENDA

The following motion was presented:

2025-116 M. Lamarche / K. Bowman

THAT the Consent Agenda be approved

CARRIED

CLOSED SESSION

7.1 Matter relating to labour relations or employee negotiations

The following motion was presented:

2025-117 T. Laughren / D. McIntosh

THAT the Greater Sudbury Public Library Board now enter into in-camera at 5:25 p.m.

CARRIED

The following motion was presented:

2025-118 E. Benoit / K. Bowman

THAT the Greater Sudbury Public Library Board now go back into regular (public) meeting at 5:32 p.m.

CARRIED

Report from in-camera portion of meeting:

The Chair expressed appreciation for B. Harding's good stewardship and leadership of the organization, and for Ashley's leadership in moving the review process forward.

The following motion was presented:

2025-119 A. Thomson / M. Lamarche

THAT the Board approve the CEO Evaluation as reported in camera **AND THAT** the Board approve the following corporate objectives for the CEO:

- i. The CEO will lead the completion of the Long-Term Plan in collaboration with the GSPL Board, staff, and other stakeholders.

Upon completion of the Long Term Plan, the CEO will facilitate the development of a Board-approved Strategic Plan. The Master Plan and Strategic Plan will establish long-range and short-range strategic direction for GSPL. Forward progress in achieving this strategic direction is expected to build organizational resilience, improve service outcomes for Library users, and achieve the Library's annual strategic objectives.

The Long-Term Plan is expected to be complete by end of Q1 2025. The Strategic Plan is anticipated to be completed by end of Q2 2025.

- ii. The Library's Strategic Leadership Team has developed a 2025 Operational Plan which prioritizes organizational activity. The Operational Plan is intended to achieve
 1. current strategic objectives and
 2. support identified operational needs. The goal of the CEO is to achieve substantial completion of the 2025 Operational Plan by end of year.

Note: with the anticipated completion of a GSPL Strategic Plan by mid-2025 it is anticipated that a corresponding implementation will be developed. The Operational Plan serves as the implementation plan in each year of the Strategic Plan's scope. This will likely require the finalized 2025 Operational Plan to be revised mid-year in order to incorporate strategic objectives emerging out of the Strategic Plan.

The Board expects that there will be substantial completion of the projects forming the 2025 Operational Plan by end of Q4 2025.

3. The CEO will lead the Library's Administration Team, ensuring that Team members are appropriately supported and developed in order to effectively:
 1. achieve organizational objectives,
 2. meet annual sectional/departmental performance goals, and
 3. to ensure organizational resilience through individualized training, development, and succession planning.

The Board expects

1. Substantial completion of annual Departmental Plans.
2. Establishment of individualized performance goals (using the PPD process) for all Administration Team members with demonstrated progress toward goal completion at established intervals through the year.

CARRIED

PRESENTATIONS

8.1 GSPL Long Term Plan Update (B. Harding)

B. Harding provided a presentation updating the Board on the Library's Long-Term Plan. The Plan is nearly complete. Next steps include sharing the final report with Board members, GSPL staff, and interest holders; and then moving into strategic planning. The strategic planning phase will prioritize certain Long Term Plan objectives for implementation in the shorter term.

8.2 New Central Library Update (B. Harding)

B. Harding gave a verbal update on the design development process for the New Central Library which has included recent design charrettes on complex areas of the design including back-of-house staff spaces, the Makerspace, the Loud and Collaborative area, meeting rooms, the Local History and Reference area, and the Children's area.

ITEMS FOR ACTION

9.1 CEO/Chief Librarian Succession Plan

B. Harding presented the Succession Plan report, which stems from the Policy the Board adopted in the Fall. A draft was circulated in Feb, and Brian incorporated the Board's feedback.

The following motion was presented:

2025-120 M. Lamarche / E. Benoit

THAT the Board approve the 2025 CEO / Chief Librarian Succession Plan as presented.

CARRIED

9.2 Deputy CEO/Chief Librarian Appointment

B. Harding had brought a recommendation to the committee to appoint a deputy, and Brian recommends Mette Krüger. Mette is a long-standing GSPL staff member, member of the Library's Admin team, and she was Acting CEO during the transition to permanent CEO.

The following motion was presented:

2025-121 A. Thomson / K. Bowman

THAT The Greater Sudbury Public Library Board appoint Mette Kruger as Deputy Chief Executive Officer / Chief Librarian for the Greater Sudbury Public Library.

CARRIED

9.3 Governance Committee Chair Appointment

A report was presented to the Board recommending A. Thomson stand as Chair of the Governance Committee.

The following motion was presented:

2025-122 T. Laughren / D. McIntosh

THAT The Greater Sudbury Public Library Board appoint Ashley Thomson as Chair of the Governance Committee.

CARRIED

9.4 Membership and Circulation Policy

B. Harding shared a written report with the Board recommending an addition to the Library's Membership and Circulation Policy, which would pave the way for the Library to offer patrons the chance to indicate a preferred name and pronouns in their Patron Record. This change supports the Library's values of inclusion and equity.

The following motion was presented:

2025-123 E. Benoit / K. Bowman

THAT the Greater Sudbury Public Library Board approve the Membership and Circulation Policy as presented.

CARRIED

9.5 Board Self-Assessment

A Thomson circulated a written report and provided a verbal report indicating that the Board Questionnaire will be recirculated to Board members, including the new members, the results of which will inform future Board training.

The following motion was presented:

2025-124 A. Thomson / M. Lamarche

THAT the Greater Sudbury Public Library Board approve the “Board Self-Assessment Survey / Questionnaire for Board Members” as presented.

CARRIED

REPORTS

10.1 Chair’s Report (Michael Bellmore)

M. Bellmore provided a verbal report on his activities since the last Board meeting.

10.2 Governance Committee Report (Ashley Thomson)

A. Thomson presented a verbal report to the Board about the activities of the Governance Committee over the past few months, which included passing Policies and appointing the Chair of the Governance Committee.

10.3 CEO’s Report (Brian Harding)

B. Harding provided the Board with a written report. Stacey Lavallie was appointed to the GSPL Board by the City’s Nominations Committee; Brian will provide her with an orientation to the Board.

ITEMS FOR INFORMATION

11.1 Report – 2024 Year-End Key Performance Indicators

C. Burns provided a written report to the Board.

11.2 Report – 2025 Operational Plan

B. Harding shared a written report with the Board.

11.3 Report – Audit of Cash Handling Processes in the Greater Sudbury Public Library

B. Harding shared the Auditor General’s written report with the Board. The report gave a positive review of our cash handling processes and an endorsement of our new Point of Sale system. The report included three recommendations which will require some coordination with the City. Staff will work with our CGS colleagues to implement the recommended changes.

CORRESPONDENCE

No items

OTHER BUSINESS

No items

ADJOURNMENT

The following motion was presented:

2025-125 D. McIntosh / E. Benoit

THAT this meeting does now adjourn. Time: 6:41 p.m.

CARRIED



Brian Harding, CEO

Michael Bellmore, Chair