

# MINUTES OF THE FOURTH MEETING OF THE GREATER SUDBURY PUBLIC LIBRARY BOARD

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June 26<sup>th</sup>, 2019  
MacKenzie Boardroom

Commencement: 4:04 p.m.  
Adjournment: 4:58 p.m.

## PRESENT

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

## REGRETS

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B. Brisco

## CITY STAFF

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Luisa Valle – Secretary & CEO, Director of Children & Citizen Services  
Rick Clouthier – Manager of Citizen Services  
Patricia Cote – Administrative Assistant to the Director of Children and Citizen Services  
Pierre Dubuc – Acting Coordinator of Outreach Programs and Partnerships  
Samantha Morel – Curator

The Chair Michael Bellmore, called the meeting to order.

The new Greater Sudbury Public Library Board members were welcomed to the Fourth meeting of the Greater Sudbury Public Library Board.

## AGENDA

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Claire Zuliani requested the agenda be amended with the following additions:

1. Setting of the Agenda
2. Strategic Plan Proposal
3. Additions to the September Agenda

Councillor Signoretti asked when the next update to the Large Projects will be coming to the Library Board. It was confirmed that this is scheduled for the Property Committee meetings.

There was discussion regarding the City of Greater Sudbury's Auditor General Governance Audit of the Greater Sudbury Library and Luisa Valle distributed hard copies of the Planning Memorandum. This will be scheduled accordingly in the upcoming meetings.

There was also agreement to remove the agenda item regarding the Flour Mill Museum Update from the Greater Sudbury Public Library Board meeting agenda.

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

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The following motion was presented:

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

2019-13 M. Bellmore / C. Zuliani

**CARRIED**

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

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None declared

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**MINUTES**

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The following motion was presented:

THAT the minutes of the Third Meeting of the Greater Sudbury Public Library Board held on June 10<sup>th</sup>, 2019 be adopted.

2019-14 S.Townend / M. Lalonde

**CARRIED**

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**REPORTS**

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Verbal Report re: Library Programming

Pierre Dubuc, Acting Coordinator of Outreach Programs and Partnerships, introduced himself to the Greater Sudbury Public Library Board and explained the role of Coordinator of Outreach Programs. Pierre then went on to present an overview of the program success to date. Pierre also provided a complete listing of what will be taking place over the summer months, including the TD Summer Reading Club Program.

A lengthy discussion took place discussing the importance of reaching out to local partners, such as Earth Care and City of Sudbury Waste Division in order to educate our City's youth regarding the importance of thinking green. Michael Bellmore asked if the outreach programs extended to the post-secondary youth within the City. Pierre has reached out to both the English and French School Boards in hopes of organizing presentations during Professional Development Days. Luisa Valle shared that we are also trying to reach the school boards through the Children Services network as there is also focus on entering the local schools with information surrounding Children Services programming. Steven Townend mentioned the possibility of the outreach program connecting with the Community Gardens Program, as well as the variety of festivals which are held within the City of Sudbury during the summer months. Steven also expressed the importance of trying to stay connected to local partners. Claire Zuliani brought forward the idea of tents from Parks Canada.

The Board congratulated Pierre and the staff on the great work and programs.

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## ELECTIONS

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### Appointment of the Property Committee

A discussion took place surrounding who should be appointed to the Property Committee. Michael Bellmore asked if any board members were interested in sitting on the Property Committee.

It was agreed that the meetings would take place 30 minutes prior to a regular scheduled board meeting, commencing at 3:30 pm.

It was also agreed that the Chair of the Property Committee would be elected at the first meeting of the Property Committee.

The following motion was presented:

THAT the Greater Sudbury Public Library Board appoint all members of the Library Board to the Property Committee.

2019-15 C. Zuliani / Councillor Signoretti

**CARRIED**

## CORRESPONDENCE

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None

## OTHER BUSINESS

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### Setting of the Agenda

There was discussion surrounding agenda and documentation distribution. Michael Bellmore and Luisa Valle have agreed to forward the agenda five days prior to the meeting date.

Councillor Signoretti requested an In-Camera sessions be added to the agenda when required.

Councillor Signoretti also requested that at the end of each Library Board meeting a discussion take place without City Staff present to evaluate the meeting.

### Strategic Plan Proposal

Claire Zuliani addressed the Libraries should have a Strategic Plan and proposed the Library Board initiate the process. Claire also requested that a staff committee be developed to assist with the Strategic Plan.

Claire also shared with the Library Board a document called "A Library Board's Practical Guide to Strategic Planning", Sally G. Reed, Executive Director, United for Libraries.

**MINUTES OF THE FOURTH MEETING OF  
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Luisa Valle discussed the current staffing vacancies and that they are in the process of getting filled, so this will be a challenge during the summer to pull together the staff committee. It will be easier to do so in September when hopefully the vacancies will be filled. Luisa Valle will bring forward the proposed frame work to the Library Board at the September 26 meeting.

Additions to the September Agenda

Claire Zuliani was asking if the review of the operating agreement and legislation can take place at the September meeting since the Library Board now has all the members. Luisa Valle will ensure that this occurs at the September 5 meeting.

Claire also requested that the information on the collections and materials be brought forward the Library Board. Luisa Valle will prepare the information with staff and bring forward the information to the September 5 meeting.

Discussion also occurred regarding the overall budget. Luisa Valle will bring forward the information for the budget to the Library Board to the September 26 meeting.

Michel Lalonde also requested that the information on the website be updated. Luisa Valle will ensure that the updated information is posted.

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**ADJOURNMENT**

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The following motion was presented:

THAT this meeting does now adjourn. Time: 4:48 p.m.

2019-16 M. Bellmore / Councillor Signoretti

**CARRIED**