

Caledon Public Library Board Meeting

Monday, June 17th, 2019

6:00 p.m.

Albion Bolton Branch



MINUTES

Present: Janet Manning (Chair), Paula Civiero; Brenda Clark; David Betty; Catherine Jackson; Councillor Christina Early; Jacqueline lafrate; Sheralyn Roman; Councillor Tony Rosa

Staff: Colleen Lipp – CEO | Chief Librarian

1. The Chair called the meeting to order at 6:02 PM.

2. Indigenous Acknowledgment

We acknowledge that the land on which we gather, which form the Town of Caledon, is part of the Treaty Lands and Territory of the Mississauga's of the New Credit.

The Town of Caledon and the Region of Peel – the traditional territory of the A-nish-in-abek (Ojibway), Huron-Wendat, Haud-en-osa-nee (Iroquois), and home to the Métis, was most recently, the territory of the Mississauga's of the New Credit First Nation.

We also acknowledge the cultural injustices of the past and express our collective hope full truth and reconciliation in the future

On this day our meeting place is home to many Indigenous peoples (First nations, Métis and Inuit) from across Turtle Island (North America).

We are grateful to have the opportunity to work on this land, and by doing so, we give our respect to its first inhabitants.

3. Apologies for non-attendance: Brenda Clark, Christina Early and Catherine Jackson advised that they would be late in arriving.

4. Approval of the Agenda

Motion: That the Caledon Public Library Board approve the agenda, noting that the order of items will be shift to ensure that closed session reports and the orientation presentation are shared when the majority of Board members are in attendance.

Moved: Jacqueline lafrate

Seconded: Sheralyn Roman

Carried.

5. Disclosure of pecuniary interest: None

Catherine Jackson arrived at 6:15

Christina Early arrived at 6:17

6. Consent Agenda

- a. Minutes of the May 13, 2019 meeting
- b. CEO/Chief Librarian's Report
- c. Strategic Actions Update
- d. Correspondence
 - i. Joe Grogan, Interlibrary Loan Services – June 4, 2019

Motion: That the Caledon Public Library receive all reports and correspondence within the consent agenda

Moved: Paula Civiero

Seconded: Tony Rosa

Carried.

7. Board and Committee Reports – Closed Session

Motion: That the Caledon Public Library Board move into closed session for the purposes of discussing the following:

- i. Confidential Report re: Advise that is subject to solicitor privilege, including communications necessary for that purpose – Memorandum of Understanding Town of Caledon Facilities.
- ii. Confidential Report re: Personal matters about an identifiable individual – CEO/Chief Librarian Annual Performance Appraisal

Moved: Jacqueline lafrate

Seconded: Paula Civiero

Carried at 6:23 PM

Motion: That the Caledon Public Library Board resume open session

Moved: Christina Early

Seconded: David Betty

Carried at 7:11 PM

Brenda Clark arrived at 6:50 PM

Tony Rosa Left the meeting at 7:02 PM

- i. **Confidential Report re: Advise that is subject to solicitor privilege, including communications necessary for that purpose – Memorandum of Understanding Town of Caledon Facilities.**

Motion: That the Caledon Public Library Board receive the Memorandum of Understanding Town of Caledon Facilities and related report;

That the Caledon Public Library Board provide direction and support to the CEO/Chief Librarian to continue working with the Town of Caledon to develop a Memorandum of Understanding that reflects the roles, responsibilities and needs of both organizations; and

That the Caledon Public Library Board direct the CEO/Chief Librarian to provide the Board with updates regarding this process.

Moved: Jacqueline lafrate

Seconded: Paula Civiero

Carried.

ii. **Confidential Report re: Personal matters about an identifiable individual – CEO/Chief Librarian Annual Performance Appraisal**

Motion: That the Caledon Public Library Board received the CEO/Chief Librarian's Annual Performance Appraisal 2018-19, completed by the CEO Evaluation Committee on behalf of the full Board

Moved: Sheralyn Roman **Seconded:** Catherine Jackson
Carried.

8. Presentations

a. **Library Board Orientation – Session 4, Colleen Lipp, CEO/Chief Librarian**

The CEO/Chief Librarian provided an overview of the Board's role in strategic planning and policy development as well as a highlight of significant trends across the public library sector. An overview of legislated and optional training and development opportunities was also shared.

9. Business arising from the minutes: None.

10. Staff Reports

a. **Treasurer's Report and Financial Statements**

Motion: That the Caledon Public Library receive the Treasurer's Report and related financials.

Moved: Paula Civiero **Seconded:** David Betty
Carried.

b. **Social Media Policy Report**

Motion: That the Caledon Public Library Board approve and adopt the revised Social Media Policy as amended.

Moved: Christina Early **Seconded:** Sheralyn Roman
Carried.

11. Board and Committee Reports:

a. **CEO/Chief Librarian Goals 2019/2020**

Motion: That the Caledon Public Library Board approve the CEO/Chief Librarian Goals for 2019/2020.

Moved: Brenda Clark **Seconded:** David Betty
Carried.

b. **Advocacy Committee Meeting Minutes, May 29, 2019**

Motion: That the Caledon Public Library Board receive the Advocacy Committee Meeting Minutes of May 29th, 2019.

Moved: Christina Early **Seconded:** Catherine Jackson
Carried.

12. New Business: None.

13. Board Work Plan

a. 2019 Work Plan Review

Motion: That the Caledon Public Library Board approve the revised 2019 Work Plan.

Moved: Sheralyn Roman

Seconded: David Betty

Carried.

14. Board Advocacy and Development

a. Upcoming Events and Opportunities

- i. Three Communities, One Story Celebration – Saturday, June 22, 11:00 AM – 3:00 PM, Chingacousy Branch of Brampton Public Library, 150 Central Park Drive, Brampton

15. Public Question Period: There were no members of the public present.

16. Evaluation of Meeting

- a. What was your key takeaway from the meeting?

The Chair indicated that all discussions were fulsome, thoughtful and detailed.

17. Time & location of next regular meeting:

Monday, August 19, 6 PM – Albion Bolton Branch

18. Adjournment

Motion: That the meeting adjourn.

Moved: Christina Early

Seconded: Paula Civiero

Carried.

The meeting adjourned at 8:53 PM.

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian