

Caledon Public Library Board Meeting

Thursday, April 2nd, 2020

6:00 p.m.

Emergency Meeting



MINUTES

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

Guest: David Arbuckle – General Manager, Strategic Initiatives, Town of Caledon

Staff: Colleen Lipp – CEO | Chief Librarian; Lesley Slobodian, Administrative Assistant

Absent: None

Note: This meeting was conducted electronically.

1. The Chair called the meeting to order at 6:04 PM

2. Apologies for non-attendance: None

3. Approval of the Agenda

Motion: That the Caledon Public Library Board agenda be approved.

Moved: Catherine Jackson

Seconded: Brenda Clark

Carried.

4. Disclosure of pecuniary interest: None

5. Urgent Business

- a. Amendment to Caledon Public Library Board By-Laws (CPL-16-06) regarding Electronic Meeting Provisions

Motion: That the Caledon Public Library Board approve and adopt the proposed amendment, as amended, to section 6.12 of the Caledon Public Library Board By-laws (CPL-16-06), allowing for electronic meetings during a period of declared emergency.

Moved: Paula Civiero

Seconded: Jacqueline lafrate

Carried.

6. Consent Agenda

- a. Minutes of the March 16, 2020 meeting
- b. Correspondence

- i. Kevin Finnerty, A message regarding public library board meetings, March 27, 2020

Motion: That the Caledon Public Library Board receive all reports and correspondence within the Consent Agenda.

Moved: Catherine Jackson

Seconded: Paula Civiero

Carried.

7. Staff Reports

- a. Verbal update re: Caledon Public Library Response to COVID-19
- b. The CEO/Chief Librarian provided the Board with an update of the Library's initial response to the current crisis including the decision to withdraw any staff previously scheduled to work on site, efforts to mitigate the challenges of working remotely and the increased focus on providing enhanced digital services and responding to increased demand for related supports from patrons. The creation of approximately one hundred (100) temporary online memberships was highlighted.

8. Closed Session

Motion: That the Caledon Public Library Board move into closed session for the purposes of discussing Confidential Report re: Labour Relations or Employee Negotiations – Workforce Planning.

Moved: Sheralyn Roman

Seconded: David Betty

Carried at 6:32

All members of the Board and the CEO/Chief Librarian exited the public meeting.

Motion: That the Caledon Public Library Board resume open session

Moved: Councillor Tony Rosa

Seconded: Paula Civiero

Carried at 6:57

All members of the Board and the CEO/Chief Librarian returned to the public meeting.

Motion: Whereas all Caledon Public Library facilities are currently closed to the public and staff until further notice due to the COVID-19 crisis;

Whereas many Caledon Public Library staff continue to work from home to ensure business continuity and provide much-appreciated remote services and supports to residents;

Whereas the Caledon Public Library Board recognizes the need to remain fiscally responsible and accountable to taxpayers and Council while also acknowledging its responsibilities as an employer;

That the Caledon Public Library Board approve the proposed recommendations as they relate to workforce planning including the creation of a working group comprised of the CEO/Chief Librarian, Chair, and Chair of the Board's Finance Committee, or their delegates, to whom authority will be delegated to confirm future decisions as they relate to workforce planning.

Moved: Jacqueline lafrate

Seconded: Sheralyn Roman

Carried.

9. Business arising from the minutes: None

10. Public Question Period: No members of the public were present

11. Time of next regular meeting: Monday, April 20, 2020, 6 PM

12. Adjournment

Motion: That the meeting adjourn.

Moved: Catherine Jackson

Seconded: Paula Civiero

Carried.

The meeting adjourned at 7:10 PM

Janet Manning
Chair

Colleen Lipp
CEO | Chief Librarian