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## MINUTES

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

**Staff:** Colleen Lipp – CEO | Chief Librarian; Lesley Slobodian, Administrative Assistant; Laurie Groe, Manager, Youth Services; Mary Maw, Manager, Communications & Community Development; Debra Mann, Digital Literacy Coordinator, Information Services; Jaclyn Tyson, Coordinator, Communications and Community Development

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

**Absent:** Catherine Jackson and Brenda Clark

*Note: This meeting was conducted electronically*

### 1. The Chair called the meeting to order at 6:01PM

#### 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: Catherine Jackson and Brenda Clark

#### 4. Approval of the Agenda

**Motion:** That the Caledon Public Library Board approve the agenda.

**Moved:** David Betty

**Seconded:** Sheralyn Roman

**Carried.**

5. **Disclosure of pecuniary interest:** None

6. **Presentations**

- a. **Preview of New Caledon Public Library Website – Debra Mann, Digital Literacy Coordinator, and Jaclyn Tyson, Coordinator, Communications and Community Development.**

Leads of the Library's Web Development Team shared the process for creating the new website as well as a video preview, highlighting its improved functionality and structure.

7. **Consent Agenda**

- a. Minutes of the August 17, 2020 meeting  
b. CEO/Chief Librarian's Report  
c. Strategic Actions Update

**Motion:** That the Caledon Public Library Board receive all reports within the consent agenda.

**Moved:** Paula Civiero`

**Seconded:** Jacqueline lafrate

**Carried.**

8. **Business arising from the minutes:** None

9. **Staff Reports**

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

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

**Moved:** Councillor Tony Rosa

**Seconded:** David Betty

**Carried.**

- b. **Accessibility Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the drafted Accessibility Policy with the discussed revisions.

**Moved:** Councillor Christina Early

**Seconded:** David Betty

**Carried.**

- c. **Volunteer Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the revised Volunteer Policy.

**Moved:** Paula Civiero

**Seconded:** David Betty

**Carried.**

- d. **Town of Caledon Health and Safety Policy Statement**

**Motion:** That the Caledon Public Library Board receive and adopt the Town of Caledon Health and Safety Policy Statement.

**Moved:** Councillor Tony Rosa

**Seconded:** Sheralyn Roman

**Carried.**

**e. Diversity and Inclusion Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the drafted Diversity and Inclusion Policy.

**Moved:** Paula Civiero

**Seconded:** David Betty

**Carried.**

**10. New Business** None

**11. Board Work Plan**

**a. 2020/2021 Work Plan Review**

**Motion:** That the Caledon Public Library Board approve the 2020/2021 Work Plan with changes as discussed.

**Moved:** Paula Civiero

**Seconded:** Jacqueline lafrate

**Carried.**

**12. Public Question Period**

There were no members of the public present

**13. Upcoming Events**

- a. CPL Annual Staff Forum, Monday, September 28, 2020 – 8:30AM – 4:30PM - online

**14. Evaluation of Meeting**

- a. What additional information would you find beneficial, either to be included within future meeting agendas and/or as additional opportunities for development and learning?

- Library Board members agreed presentations are an effective technique for staff members to use when conveying information to the Library Board.
- Commencing December Library Board members agreed to schedule time to focus on core values.

**15. Time of next regular meeting:**

Monday, October 19, 2020, 6 PM

**16. Adjournment**

**Motion:** That the meeting adjourn.

**Moved:** Councillor Tony Rosa

**Seconded:** Paula Civiero

**Carried.**

The meeting adjourned at **7:15PM**

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Janet Manning  
Chair

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Colleen Lipp  
CEO | Chief Librarian