Caledon Public Library Board Meeting
Monday September 18, 2023
6:00 p.m.

MINUTES

Present: Tony Maxwell (Chair); Jacqueline Iafrate (Vice-Chair); Nicholas Alleyne, Scott Goodison; Mary Juric; Councillor Cosimo Napoli; Councillor Dave Sheen

Staff: Colleen Lipp – CEO | Chief Librarian; Anna Fitzcharles, Administrative Assistant; Kelley Potter, Director, Public Service, Roop Sandhu, Director, Corporate Services and Projects

Guest: September Muller, Acting Manager, Finance, Town of Caledon

Absent: Laura Brady

Note: This meeting was conducted at the Southfields Village Branch

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

2. **Indigenous Acknowledgment**

As we gather, we are reminded that the Caledon Public Library sits on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. In particular we acknowledge the territory of the Huron-Wendat, and Haudenosaunee peoples.

We acknowledge the cultural injustices of the past and express our collective hope for 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:** Laura Brady

Scott Goodison arrived at 6:04 pm.

4. **Approval of the Agenda**
   Motion: That the Caledon Public Library Board approve the amended agenda.
   Moved: Jacquie Iafrate **Seconded:** Nick Alleyne
   Carried.

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

Councillor Cosimo Napoli arrived at 6:06PM

6. **Caledon Public Library Board 2022 Audited Financial Statements**

Motion: That the Caledon Public Library Board receive and approve the 2022 Audited Financial Statements

Moved: Nick Alleyne **Seconded:** Councillor Dave Sheen

Carried.

Motion: That the Caledon Public Library Board direct the CEO/Chief Librarian to report back with details of the Library's insurance and liability coverage.

Moved: Scott Goodison **Seconded:** Councillor Dave Sheen

Carried.

7. **Consent Agenda**
   a. **Minutes of the August 21, 2023 meeting**
   b. **Strategic Actions Update**
   c. **Correspondence**

The following items were held for further discussion:

a. **CEO/Chief Librarian's Report**
b. **Treasurer's Report and Financial Statements**

Motion: That the Caledon Public Library Board formally recognize and applaud the efforts of Library Staff in support of the tremendous success of the Caledon East Branch opening.

Moved: Mary Juric **Seconded:** Councillor Dave Sheen

Carried.

Motion: That the Caledon Public Library Board accept all items remaining within the consent agenda.

Moved: Councillor Dave Sheen **Seconded**: Jacquie Iafrate

Carried.

Motion: That the Caledon Public Library Board receive the CEO/Chief Librarian's Report

Moved: Scott Goodison **Seconded:** Nick Alleyne

Motion: That the Caledon Public Library Board receive the Treasurer's Report and Financial Statements.

Moved: Scott Goodison **Seconded:** Jacquie Iafrate

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

9. **Staff Reports**
   a. **Staff Acceptable Use Policy Report**

Motion: That the Caledon Public Library Board approve and adopt the revised Staff Acceptable Use of Technology Policy.

Moved: Nick Alleyne **Seconded:** Councillor Dave Sheen

Carried.

b. Indigenous Respect and Acknowledgement Policy Report

Motion: That the Caledon Public Library Board approve and adopt the revised Indigenous Respect and Acknowledgement Policy as amended.

Moved: Scott Goodison **Seconded:** Jacquie Iafrate

Carried.

10. Board and Committee Reports

a. Advocacy and Fundraising Committee Meeting Minutes of September 11, 2023

Motion: That the Caledon Public Library Board receive the minutes of the Finance Committee.

Moved: Jacquie Iafrate **Seconded:** Councillor Dave Sheen

11. New Business:

a. CLOSED SESSION

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

i. Confidential correspondence re: Personal matters about an identifiable individual – Board Member Resignation

Moved: Nick Alleyne **Seconded:** Scott Goodison

Carried at: 7:30 PM

All those in attendance, other than the Board and the CEO/Chief Librarian, left the meeting so that the Board may enter into closed session.

Motion: That the Caledon Public Library Board resume open session.

Moved: Scott Goodison **Seconded:** Mary Juric

Carried at: 7:34 PM

Open session resumed and those in the waiting room were invited to return to the meeting.

a. Confidential correspondence re: Personal matters about an identifiable individual – Board Member Resignation

Motion: That the Caledon Public Library Board receive Tina Liscio's resignation from the Board and direct the CEO/Chief Librarian to draft correspondence to Council and the Acting Town Clerk requesting the appointment of a new member to the Board at their earliest convenience.

Moved: Councillor Cosimo Napoli **Seconded:** Nick Alleyne

Carried. At 7:35PM

12. Board Work Plan

a. 2023/24 Board Work Plan Review

Motion: That the Caledon Public Library Board accept and approve the revised 2023/24 Work Plan.

Moved: Scott Goodison **Seconded:** Councillor Dave Sheen

Carried.

13. Board Advocacy and Development

a. Upcoming Advocacy or Development Opportunities

i. CPL Annual Staff Forum – Friday, September 22, 2023 – 8:30 AM to 4:30 PM, Caledon East Branch

ii. Caledon Creative Arts Festival – Saturday, September, 23, 2023 – 11 AM, Stage at Caledon East Park, 6101 Old Church Rd, Caledon East

iii. OLS Virtual Conference: Equilibrium - Thursday, September 28, 2023, 6 – 8:30PM

iv. Mayor's Business Breakfast – Wednesday, October 11, 2023, 8 - 10 AM, Royal Ambassador Event Centre, 15430 Innis Lake Rd, Caledon East

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

15. Time of next regular meeting:

a. Monday, October 16, 2023 6:00 PM – Albion Bolton Branch

16. Adjournment

Motion: That the meeting adjourn.

Moved: Nick Alleyne **Seconded:** Scott Goodison

Carried.

The meeting adjourned at 7:47 PM

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Tony Maxwell
Chair

Colleen Lipp
CEO | Chief Librarian