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

MINUTES

Present: Tony Maxwell (Chair); Jacqueline Iafrate (Vice-Chair); Nicholas Alleyne, Laura Brady, Scott Goodison, Mary Juric

Staff: Colleen Lipp – CEO | Chief Librarian; Anna Fitzcharles, Administrative Assistant; Kelley Potter, Director, Public Service; Roop Sandhu, Director, Corporate Services and Projects; Debra Mann, Coordinator, Digital Literacy and Access Services; Megan Renkema, Manager, Collections and Access Services

Absent: Councillor Cosimo Napoli; Councillor Dave Sheen

Note: This meeting was conducted both electronically and at the Albion Bolton Branch

1. **The Chair called the meeting to order at 6:06 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:** Councillor Cosimo Napoli; Councillor Dave Sheen

4. **Approval of the Agenda**

Motion: That the Caledon Public Library Board approve the agenda.
Moved: Scott Goodison **Seconded:** Mary Juric
Carried.

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

6. **Presentations:**
   a. **CPL 2023 Edge Assessment – Debra Mann, Coordinator, Digital Literacy and Access Services**

      Debra Mann presented the Library's latest Edge Assessment results, evaluating CPL's technology infrastructure and efforts to align its technology resources with community needs. The presentation and related report highlighted the progress that has been made over the last year, and the work that is still to be done in addressing the Edge's three key categories.

      Motion: That the Caledon Public Library Board receive the Edge Assessment Result Report

      Moved: Nicholas Alleyne **Seconded:** Scott Goodison

      Carried.

7. **Consent Agenda**
   a. **Minutes of the November 20, 2023 meeting**
   b. **Treasurer's Report and Financial Statements**
   c. **Strategic Actions Update**
   d. **Correspondence**
   e. **CEO/Chief Librarian's Report**

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

   Moved: Laura Brady **Seconded**: Nicholas Alleyne

   Carried.

8. **Business arising from the minutes:**
   a. **Annual Board Assessment Feedback**

      The CEO/Chief Librarian will share the Annual Board Assessment Feedback Report with the Board via email. The report will also be included as part of the agenda for the January 2024 Board meeting.

   b. **OLA Super Conference Board Attendance Report**

   Motion*:* That the Caledon Public Library Board approve the attendance of Tony Maxwell and Laura Brady at the 2024 OLA Super Conference and OLBA Boot Camp, allowing for conference enrolment prior to close of online registration.

   Moved: Nicholas Alleyne **Seconded:** Mary Juric

   Carried.

9. **Staff Reports**
   a. **Internet and Technology Acceptable Use Policy Report**

   Motion That the Caledon Public Library Board approve and adopt the revised Internet and Technology Acceptable Use Policy

   Moved: Scott Goodison **Seconded:** Laura Brady

   Carried.

   b. **Inclement Weather and Unscheduled Closure Policy Report**

   Motion: That the Caledon Public Library Board approve and adopt the revised Inclement Weather and Unscheduled Closure Policy

   Moved: Laura Brady **Seconded:** Mary Juric

   Carried.

10. Board and Committee Reports

a. CPL Board Advocacy and Fundraising Committee Meeting Minutes – December 11, 2023

Motion That the Caledon Public Library Board receive the minutes of the CPL Board Advocacy and Fundraising Committee Meeting.

Moved: Nicholas Alleyne **Seconded**: Laura Brady

b. Overdue: The Case for Canada's Public Libraries, Canadian Urban Institute (CUI)

Motion: That the Caledon Public Library Board receive the Overdue: The Case for Canada's Public Libraries, Canadian Urban Institute (CUI) Report.

Report.

Moved: Scott Goodison **Seconded**: Laura Brady

11. New Business

a. New Board Membership – Board Alternates

Nicholas Alleyne addressed the feasibility of Council appointing alternate members to the Board, sparking a group discussion. It was advised that the Board re-visit this discussion during the 4th year of the current term.

12. Board Work Plan

a. 2023/2024 Work Plan Review

Motion: That the Caledon Public Library Board receive and approve the revised 2023/2024 Work Plan.

Moved: Laura Brady **Seconded:** Mary Juric

Carried.

13. Board Advocacy and Development

a. Upcoming Advocacy or Development Opportunities

i. Budget Presentation to Council – Town Hall/Hybrid – Wednesday, January 17, 2024, 2:30 PM

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

15. Time of next regular meeting:

a. Monday, January 15, 2024, 6:00 PM

16. Adjournment

Motion: That the meeting adjourn.

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

Carried.

The meeting adjourned at 7:43 PM

_____ _____

Tony Maxwell **Colleen Lipp**
Chair **CEO | Chief Librarian**