Attachment 7-A

Caledon Public Library Board Meeting
Monday March 20, 2023
6:00 p.m.
Albion Bolton Branch

MINUTES

Present: Nicholas Alleyne, Laura Brady, Scott Goodison, Jacqueline Iafrate, Tony Maxwell; 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

Absent: Tina Liscio

1. **Acting as Chair, the CEO/Chief Librarian called the meeting to order at 6:02 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:** Tina Liscio

4. **Approval of the Agenda**
   Motion: That the Caledon Public Library Board approve the agenda.
   Moved: Tony Maxwell **Seconded:** Jacqueline Iafrate
   Carried.

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

6. **Presentations**
   a. **Library Board Orientation – Session 1**
      The CEO/Chief Librarian provided an overview of the structure of the Library Board and its meetings. Highlights of library services and the roles and responsibilities of each department were also shared.

b. Advocacy Primer for New Board Members and Councils – Federation of Ontario Public Library

A brief online video, produced by the Federation of Ontario Public Libraries in support of the onboarding of new board members, was viewed.

7. Consent Agenda

a. Minutes of the January 16, 2023 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: Councillor Dave Sheen **Seconded**: Nicholas Alleyne
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: Tony Maxwell **Seconded:** Scott Goodison
Carried.

b. Library Board Meeting Schedule 2023

Motion: That the Caledon Public Library Board receive and adopt the proposed schedule of Board meetings for the remainder of 2023.
Moved: Nicholas Alleyne **Seconded:** Councillor Dave Sheen
Carried.

c. Caledon Public Library Board Code of Conduct

Motion: That the Caledon Public Library Board receive the Board Code of Conduct, allowing for acknowledgment by all Board members.
Moved: Scott Goodison **Seconded:** Jacqueline lafrate
Carried.

10. CLOSED SESSION

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

a. Confidential Report re: Personal matters about an identifiable individual – CEO/Chief Librarian Compensation
b. Confidential Correspondence re: Personal matters about an identifiable individual – Board member resignation

Moved: Councillor Dave Sheen **Seconded:** Laura Brady
Carried at: 7:58 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: Laura Brady **Seconded:** Tony Maxwell
Carried at: 8:18 PM

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

a. **Confidential Report re: Personal matters about an identifiable individual – CEO/Chief Librarian Compensation**
Motion: That the Caledon Public Library Board approve the drafted confidential correspondence regarding the CEO/Chief Librarian compensation, to be signed by the Board Chair.
Moved: Councillor Dave Sheen **Seconded:** Laura Brady
Carried.

b. **Confidential Correspondence re: Personal matters about an identifiable individual – Board member resignation**
Motion: That the Caledon Public Library Board receive the confidential correspondence regarding the resignation of a member of the Board;

And that the Caledon Public Library Board issue correspondence to Town Council requesting that they appoint a replacement to fill the vacancy
Moved: Nicholas Alleyne **Seconded:** Laura Brady
Carried.

11. New Business:

a. **Election of Chair**
The CEO/Chief Librarian requested nominations for the position of Board Chair for a term of two years.

After a brief discussion regarding the roles and responsibilities of the Chair and the related time commitment, Tony Maxwell agreed to accept a nomination to the role.

Receiving no further nominations for the role of Board Chair, the CEO/Chief Librarian declared the nominations closed.
Motion: That the Caledon Public Library Board approve the appointment of Tony Maxwell as Chair for a term of two years to end on December 31, 2024, or until such a time that a new Chair is in place.
Moved: Councillor Dave Sheen **Seconded**: Scott Goodison
Carried.

b. **Election of Vice-Chair**
The CEO/Chief Librarian requested nominations for the position of Board Vice-Chair for a term of two years.

Jacquie Iafrate shared her willingness to take on this position.

Receiving no further nominations for the role of Board Vice-Chair, the CEO/Chief Librarian declared the nominations closed.

Motion: That the Caledon Public Library Board approve the appointment of Jacqueline lafrate as Vice-Chair for a term of two years to end on December 31, 2024, or until such a time that a new Vice-Chair is in place.

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

Carried.

12. Board Work Plan

a. 2023 Board Work Plan Review

Motion: That the Caledon Public Library Board receive and adopt the 2023 Work Plan.

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

Carried.

13. Board Advocacy and Development

a. Upcoming Advocacy or Development Opportunities

i. Governance 101: Public Library Board Training – Virtual; Thursday, March 23, 2023, 6:30-8:30 PM. Registration via Learn HQ.

ii. CPL Indigenous Series: Kairos Blanket Exercise – Virtual Program – Saturday, March 25, 2023, 1 PM.

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

15. Time of next regular meeting:

a. Monday, April 17, 2023, 6:00 PM – Southfields Village Branch

16. Adjournment

Motion: That the meeting adjourn.

Moved: Jacqueline lafrate **Seconded:** Tony Maxwell

Carried.

The meeting adjourned at 8:42 PM

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Tony Maxwell
Chair

Colleen Lipp
CEO | Chief Librarian