Caledon Public Library Board Meeting
Monday September 16, 2024
6:00 p.m.

# MINUTES

**Present:** Tony Maxwell (Chair); Jacqueline Iafrate (Vice-Chair); Nicholas Alleyne; Laura Brady; Scott Goodison; Mary Juric; Domenic Maggi; Councilor Cosimo Napoli; Councilor Dave Sheen

**Staff:** Colleen Lipp – CEO | Chief Librarian; Alexandra Hoffmann, Administrative Coordinator; Leah Rucchetto, Director, Public Service; Roop Sandhu, Director, Corporate Services and Projects

**Absent:** None

**Guests:** None

*Note: This meeting was conducted at the Southfields Village Branch*

1. **The Chair called the meeting to order at 6:00 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:** None

4. **Approval of the Agenda**
   **Motion**: That the Caledon Public Library Board approve the agenda.
   **Moved:** Laura Brady **Seconded:** Nicholas Alleyne
   **Carried.**

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

6. **Consent Agenda**
   a. **Minutes of the June 17, 2024 meeting**

b. **Treasurer's Report and Financial Statements**
c. **Quarterly Statistics and Performance Measures – Q2 2024**
d. **Strategic Actions Update**
e. **Correspondence**
    i. **Millards Chartered Professional Accountants re: Annual audit of financial statements – August 6, 2024**

**Motion:** That the Caledon Public Library Board receive all items within the consent agenda.
**Moved:** Scott Goodison **Seconded**: Laura Brady
**Carried.**

7. **Business arising from the minutes:**
    a. **Meeting Evaluation Feedback.**
    The Board Chair highlighted the feedback received through the most recent evaluation survey and asked that Board members included comments, identifying specific opportunities for improvement when relevant.

8. **Staff Reports**
    a. **CEO/Chief Librarian's Report**
    **Motion**: That the Caledon Public Library Board receive the CEO/Chief Librarian's Report.
    **Moved:** Mary Juric **Seconded:** Scott Goodison
    **Carried.**

*Domenic Maggi arrived at 6:08 PM*

*Jacqueline Lafrate arrived at 6:10 PM*

    b. **Valuing Caledon Public Library Report**
    **Motion:** That the Caledon Public Library Board receive and endorse the Valuing Caledon Public Library Report; and,
    That the Caledon Public Library Board direct the CEO/Chief Librarian to request a delegation to Council as a means of raising awareness of the value of public library services to Caledon.
    **Moved:** Nicholas Alleyne **Seconded:** Dominic Maggi
    **Carried.**

    c. **Accessibility Policy Report**
    **Motion:** That the Caledon Public Library Board approve and adopt the revised Accessibility Policy as amended
    **Moved:** Laura Brady **Seconded:** Jacqueline lafrate
    **Carried.**

    d. **Diversity and Inclusion Policy Report**
    **Motion:** That the Caledon Public Library Board approve and adopt the amended Diversity and Inclusion Policy
    **Moved:** Laura Brady **Seconded:** Scott Goodison
    **Carried.**

9. **Board and Committee Reports**
    a. **Finance Committee Meeting Minutes of September 3, 2024**

i. **2023 Audited Financial Report**

**Motion:** That the Caledon Public Library Board receive the Finance Committee Meeting Minutes of September 3, 2024 and the 2023 Audited Financial Statements as approved by the Board's Finance Committee on September 3, 2024.
**Moved:** Scott Goodison **Seconded:** Laura Brady
**Carried.**

**ii. 2025 Draft Budget Report**

**Motion:** That the Caledon Public Library Board receive and approve the 2025 Draft Budget Report, as approved by the Board's Finance Committee on September 3, 2024
**Moved:** Scott Goodison **Seconded:** Laura Brady
**Carried.**

**b. Advocacy and Fundraising Committee Minutes of September 9, 2024**

**Motion:** That the Caledon Public Library Board receive the Advocacy and Fundraising Committee Minutes of September 9, 2024
**Moved:** Mary Juric **Seconded:** Nicholas Alleyne
**Carried.**

**10. New Business**

**a. A question was raised regarding the availability and status of any relevant grants.** The Board was advised that there are currently no eligible large capital projects underway but that the Leadership Team has developed a list of small capital improvements that may be suitable for any smaller community-based grant opportunities that may arise.

**11. Board Work Plan**

**a. 2024/25 Work Plan Review**

**Motion:** That the Caledon Public Library Board receive and approve the revised 2024/25 Work Plan.
**Moved:** Mary Juric **Seconded:** Jacqueline lafrate
**Carried.**

**12. Board Advocacy and Development**

**a. Upcoming Advocacy Development Opportunities**

i. CPL Annual Staff Forum – Friday, September 20, 2024 – 12:15 PM to 4:30 PM, Auditorium, Caledon East Community Complex
ii. Caledon Studio Tours – Saturday, September 21 and Sunday, September 22, 2024 – 11 AM – 4 PM, All CPL Branches with the exception of Albion Bolton.
iii. Caledon Council Golf Tournament – Monday, September 23, 2024 – 8 AM, TPC Toronto – Osprey Valley
iv. Caledon Community Services (CCS) and Caledon Public Library Service Partnership Launch – Wednesday, October 2, 2024 – 10:30 AM -12 PM with official remarks at 11 AM, Southfields Village Branch

v. Dufferin Caledon Libraries Joint Learn and Connect Event focusing on Intellectual Freedom – Thursday, October 3, 6 PM, Lion's Den, Caledon East Community Complex
vi. Council Workshop – Library Strategic Plan, Wednesday, October 9, 2:30 PM, Albion Bolton Community Centre
vii. Chamber of Commerce Networking Event – Thursday, October 17, 2024, 5:30-7:30 PM, Cory Trepanier Creativity Studio
viii. OLS Virtual Conference: Equilibrium - Thursday, October 24, 2024, 6 – 8:30 PM

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

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

**a. Monday, October 21, 2024, 6:00 PM – Albion Bolton Branch**

**15. Adjournment**

**Motion:** That the meeting adjourn.
**Moved:** Nicholas Alleyne **Seconded:** Jacqueline lafrate
**Carried.**

The meeting adjourned at 8:02 PM

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**Tony Maxwell**
**Chair**

**Colleen Lipp**
**CEO | Chief Librarian**