Caledon Public Library Board Meeting
Monday November 18, 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 Dave Sheen

Staff: Colleen Lipp – CEO | Chief Librarian; Alexandra Hoffmann – Administrative Coordinator; Roop Sandhu – Director, Corporate Services and Projects; Jill Jambor – Manager, Communications & Cultural Development; Megan Renkema – Manager, Collections and Access Services; Laurie Groe – Manager, Programming and Outreach; Samantha Dillane – Branch Manager; Margot Lafrance – Branch Manager; Natalie Spaan – Branch Manager

Absent: Councilor Cosimo Napoli;

Guests: Nadia Galati - SAFFY

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:** Councilor Cosimo Napoli, Leah Rucchetto, Darrel Sultana

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

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

6. **Consent Agenda**
   a. **Minutes of the October 21, 2024 meeting**
   b. **Treasurer's Report and Financial Statements**
   c. **Strategic Actions Update**
   d. **Board Annual Assessment Report**
   e. **OLA Super Conference Board Attendance Report**
   f. **Correspondence**

   Motion: Caledon Public Library Board receive all items and endorse all recommended motions within the consent agenda.
   Moved: Laura Brady **Seconded**: Mary Juric
   Carried.

7. **Business arising from the minutes:**
   a. **Meeting Evaluation Feedback**

   The Board Chair shared the feedback collected through the most recent meeting evaluation survey.

8. **Staff Reports**
   a. **CEO/Chief Librarian's Report**

   Motion: That the Caledon Public Library Board receive the CEO/Chief Librarian's Report.
   Moved: Scott Goodison **Seconded:** Laura Brady
   Carried.

9. **Presentations and Discussions**
   a. **Strategic Plan Discussion – Nadia Galati, SAFFY**

   Nadia Galati, Principal of SAFFY, the consultants retained to support the Library's strategic planning work, shared the information collected to date and facilitated a discussion amongst the Board and Leadership Team. Discussions focused on the Library's mission, vision, values and priorities for the 2025-2028 planning term.

10. **Board and Committee Reports**
    a. **Finance Committee Meeting Minutes of November 8, 2024**

    Motion: That the Caledon Public Library Board receive the minutes of the Finance Committee meeting of November 8, 2024**.**
    Moved: Scott Goodison **Seconded:** Laura Brady
    Carried.

    i. **CLOSED SESSION**

    Confidential Report re: labour relations or employee negotiations – 2024 Salary Review Implementation Report

    Motion: That the Caledon Public Library Board move into closed session for the purposes of discussing a Confidential Report 1-A re: labour relations or employee negotiations– 2024 Salary Review Implementation Report.
    Moved: Mary Juric **Seconded:** Laura Brady
    Carried at 7:53 PM

All those in attendance other than members of the Board, the CEO/Chief Librarian and the Director, Corporate Services and Projects left the meeting room so that the Board may enter into closed session.

Motion: That the Caledon Public Library Board return to open session.
Moved: Councillor Dave Sheen **Seconded:** Mary Juric
Carried at 8:16 PM

Open session resumed and all were invited to return to the meeting.

Motion: That the Caledon Public Library Board receive and approve the 2024 Salary Review Implementation Report;

That the Board endorse the Finance Committee's recommendations, adopting the revised salary grades and the Town implementation plan approved by Council, adjusting the wages for all library employees effective January 1, 2025.

Moved: Jacqueline Iafrate **Seconded:** Laura Brady
Carried.

ii. 2025 Budget Process and Priorities Report

Motion: That the Caledon Public Library Board receive and approve the revised 2025 Budget Process and Priorities Report as discussed and confirm the Committee's previous direction to the CEO/Chief Librarian to proceed with the revised advocacy, communication, and budget priorities.
Moved: Domenic Maggi **Seconded:** Scott Goodison
Carried.

11. New Business: None

12. 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: Laura Brady **Seconded:** Jacqueline Iafrate
Carried.

13. Board Advocacy and Development

a. Upcoming Advocacy Development Opportunities

i. Strategic Plan Open Houses – Saturday, November 23, 2024
   1. Southfields Village Branch – 10AM – 12PM
   2. Caledon East Branch – 1PM – 3PM
ii. Budget Presentation to Council – Town Hall/Hybrid - Monday, December 2, 2024, 2:30PM
iii. General Committee Budget Meeting – Town Hall/Hybrid - Tuesday, December 10, 2024, 2:30PM
iv. Council Budget Meeting – Town Hall/Hybrid - Tuesday December 17, 2024, 7PM

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

15. Time of next regular meeting:

a. Monday, December 16, 2024, 6:00 PM – Albion Bolton Branch

16. Adjournment

The meeting adjourned at 9:05 PM

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Tony Maxwell
Chair

Colleen Lipp
CEO | Chief Librarian