

Woodstock Public Library Board

Meeting Minutes

March 10, 2020

A regular meeting of the Woodstock Public Library Board was held on March 10, 2020 at 4:00 pm in the Meeting Room of the Woodstock Public Library.

a) The following Board members were present:

Ken Whiteford, Chair
Ross Gerrie, Vice-chair
Dr. Vanessa Vogwill, Trustee
Councillor Deb Tait

b) The following Board members sent regrets:

Mary Anne Silverthorn, Trustee
Councillor Connie Lauder
Mayor Trevor Birtch

c) The following persons were also present:

David Harvie, Chief Executive Officer
Lori Peixoto, recorder

1. Call to Order/Chairperson's Remarks

The Chair called the meeting to order at 4:03 pm.

2. Approval of the Agenda

Motion 20-14

MOVED by the Vice-chair and seconded by Trustee Vogwill to approve the Agenda.

Motion carried.

3. Declaration of Conflict of Interest

None.

4. Minutes of the Meeting of February 11, 2020

Motion 20-15

MOVED by Trustee Vogwill and seconded by the Vice-chair to approve the Minutes of the Meeting of February 11, 2020.

Motion carried.

5. Business Arising from the Minutes

a) Teen Space – Verbal Update

The CEO discussed focus groups held with the LEADS Employment Group, the Library's teen advisory group as well as Wellkin's teen advisory group on February 11th, as well as meeting with the three community secondary school principals to conduct focus groups with teens there.

The CEO will bring findings to the Board at its meeting in April.

b) Response to United Way Correspondence re: Teen Space Grant

The Chair asked the Vice-chair to attend the meeting with the CEO at United Way to discuss moving forward with the Teen Space project. The hope is to keep the funds to use toward a space teens will be able to use before building expansion.

6. Board Education

a) Collection Development – Heather Mathers, Reference Librarian

The CEO introduced Ms. Mathers.

Ms. Mathers discussed what goes in to developing the library collection and inter-library loans.

The Chair thanked Ms. Mathers for an engaging and informative presentation to the Board.

7. Consideration of Correspondence

a) Investing in the Modernization of Ontario Public Libraries

i. Outgoing letter – The Honourable Ernie Hardeman, MPP of Oxford

ii. Email response from the office of the MPP of Oxford

iii. Municipal Resolution Supporting Provincial Public Library Funding

This resolution went to City Council at the meeting of March 5, 2020, and was approved. The Clerk will be tasked with forwarding to the appropriate distribution list.

b) Email – BIG (and good news) on the Development Charges/Community Benefit Charges front! – Stephen Abram, FOPL

The CEO reported that FOPL, being a lobbyist group, has been involved with the government regarding the Act. The government has agreed to change their position, and libraries will be eligible for full rate development charges as opposed to 90%. There should be further information on this in the fall.

8. Administrative Reports

a) Monthly Report

i) Report of the Chief Executive Officer for February/March, 2020

The CEO noted some additions to his monthly report.

The CEO will be monitoring the possible impact of the coronavirus with the Library, and follow City of Woodstock and Public Health protocol. The CEO noted that he would inform the Board if there were changes to the Library's service level.

ii) Report of the Manager of Public Services February/March, 2020

The CEO noted that the Library hired a new Student Page, and that he would be starting in the near future.

There were no other questions or comments.

b) Statistics: Library Systems Activities

The CEO noted that Library statistics are down in library usage and circulation.

c) Policy Review

i) Collection Development Policy

The CEO noted that the previous approval for the Collection Development Policy was June, 1994. The CEO discussed the new language in the policy. The CEO noted that the Librarians reviewed and approved of the revised policy; that they could work within the framework.

The Chair asked for clarification on the process to approve the policy, being that not all members of the Board were present for the meeting. The Board felt comfortable deferring approval of the revised policy until all others were able to weigh in.

Therefore, the Collection Development Policy was deferred to the next regular meeting of the Board.

9. Committee Reports

a) Southern Ontario Library Service Trustee Council

Trustee Vogwill stated that there would be an update following the meeting in April for the meeting of the Board in May.

b) Health and Safety

No report.

c) Grievance

No report.

10. Finance

a) Treasurer's Report

There were would be no financials provided by Treasury until after the Budget meeting of City Council.

11. New Business

There was discussion regarding protocol should the coronavirus affect the community. The CEO reported he had been consulting other organizations, and was developing a disaster recovery plan.

12. Notices of Motion

None.

13. Attachments

- a)** *Economic Study details impact of library; Woodstock Sentinel Review; February 20, 2020*
- b)** *Edmonton writer in residence calls out library CEO for supporting space rental to Meghan Murphy; Toronto Star; November 2, 2019*
- c)** *The Toronto library hosted Meghan Murphy. Now an Edmonton library trustee says she's paying a price for speaking out; Toronto Star; February 11, 2020*

14. Committee of the Whole In Camera

Motion 20-16

MOVED by Councillor Tait and seconded by Trustee Vogwill that the Board move into Committee of the Whole In-camera at 5:00 pm.

Motion carried.

The CEO and the recorder were excused from the meeting, and exited the room.

The Board approved **Motion 20-17** to rise out of the Committee of the Whole In-camera at 5:20 pm; moved by Councillor Tait and seconded by Trustee Vogwill.

15. Next Meeting

Tuesday, April 14, 2020, at 4:00 pm in the Library's Program Room.

16. Adjournment

MOVED by Councillor Tait that the meeting adjourn at 5:24 pm.

Vision

Your Destination for Discovery

Mission

A welcoming place to create, connect and explore.