

Whitby Public Library Board Minutes

Date: February 16, 2022

Time: 7:00 p.m.

Place: WebEx Conference

Present:

Geoff Anderson, Chair

Michael Emm

Janet Georgieff

Lorraine Gray

Jennifer Maddigan

Art Maki

Fannie Mann

Maleeha Shahid

John Stafford

Regrets:

Liam Nichols

Also Present:

Rhonda Jessup, CEO

Donna Bolton-Steele, Manager, Community and Service Development

Michelle Frenette, Corporate Services Manager

Christy Harper, Manager, Technology and Operations

Pat Khashmanian, Administrative Services Manager

1. Call to Order/Approval of Agenda

Moved by Lorraine Gray

Seconded by Janet Georgieff

That the Agenda be approved as distributed.

CARRIED

2. Declaration of Conflict of Interest

No conflict of interest was declared.

3. Board Focus Group Event - Makerspace

Jaclyn Derlatka, Department Head, Children's Services & Adult Fiction, reported that she is leading community consultations to plan a Makerspace for WPL. Plans are in place to consult with Library staff and Board members, community partners, users, teens, businesses, etc. The hope is to have consultations completed and a report created around

the end of March. The purpose is to ensure that our Makerspace meets the needs of our community. Jaclyn then described what a makerspace is and can be and spent the remainder of her time asking questions and sharing discussion to gather input from Board members.

4. Consent Agenda Items

Moved by Jenn Maddigan
Seconded by Janet Georgieff

That the Consent Agenda items be approved as distributed.
CARRIED

5. Chief Executive Officer's Report

Rhonda Jessup reported that there was less outward-facing activity at the Library in January, but a lot of inward work. Provincial capacity limits are increasing again as of February 17, and the removal of further restrictions is planned for March 1. Assuming all goes as planned, work on re-opening our meeting rooms to public use will begin. The Ontario Library Association Super Conference was held virtually last week. Almost 400 people attended the excellent session on TikTok and social media success presented by WPL staff members Jessica Bellows and Erin Wilson. The Trustee Boot Camp focussed largely on transition planning for library boards since this year's municipal election will mean new boards are appointed this fall. Rhonda has been invited to be the first spotlight speaker for the Town's new women's employee resource group.

6. Councillor's Report

Maleeha Shahid reported that a public meeting on the Town's budget was already held and Council is expected to pass the budget tomorrow. She also discussed changed Council decisions on recent issues such as Quebec's Bill 21 and new diversity and inclusivity positions, staff consultations with Councillors to get community feedback following the huge snowfall in January, the re-opening of in-person programming for seniors and the need for increased fraud prevention awareness programs, and an updated design for the new civic recreation centre.

7. Business Arising from Minutes

a) 2022 Committee Membership

The following Board Committees were named for 2022:

Human Resources Committee

Geoff Anderson (ex-officio)

Lorraine Gray

Jenn Maddigan

Art Maki

Liam Nichols

Planning Committee

Geoff Anderson (ex-officio)

Michael Emm

Janet Georgieff

Art Maki

Fannie Mann

Councillor Maleeha Shahid

John Stafford

Moved by Janet Georgieff

Seconded by Jenn Maddigan

That the 2022 Committee appointments be approved as presented.

CARRIED

8. New Business

a) 2021 Work Plan Update and 2022 Work Plan

Rhonda Jessup reported that she uses work plans to operationalize the Board's Strategic Plan. Each year they focus on two things: Engagement & Leadership and Business in 2021; Makerspace/Creative Community and Sustainability in 2022. The 2021 update showed what Library staff achieved as a team last year in spite of the continuing pandemic. The 2022 plan is also ambitious but Rhonda has no doubt that staff will shine again.

b) Board Member Request

Liam Nichols has been given an opportunity that will require him to miss five monthly Library Board meetings. He does intend to continue to be involved and to participate in committee work.

Moved by Janet Georgieff

Seconded by Lorraine Gray

That the Board approve the absence of Liam Nichols from regular Board meetings for the months of February through June 2022, inclusive.

CARRIED

c) Ontario Library Service Board Assemblies Representative

Jenn Maddigan will no longer be representing WPL at Ontario Library Service Board Assembly meetings, so a new representative is required. Assemblies normally meet twice each year. The next meeting is scheduled for 1.5 hours to take place virtually in April. Board members are asked to consider volunteering for this position.

Moved by Michael Emm

Seconded by Lorraine Gray

That this issue be tabled until next month's meeting.

CARRIED

d) Planning Committee Update

Rhonda Jessup reported that a committee meeting is planned for next week, but there is no further update at this time.

e) HR Committee Update

i. CEO Goals

Moved by Janet Georgieff
Seconded by Lorraine Gray

That the meeting go into closed session to discuss this item.
CARRIED

Staff except for Michelle Frenette and Rhonda Jessup departed at 8:48 p.m.

Moved by Lorraine Gray
Seconded by Janet Georgieff

That the meeting move back into open session at 9:19 p.m.
CARRIED

Moved by Jenn Maddigan
Seconded by Michael Emm

That the CEO goals and objectives be accepted as presented, with an amendment to goal #4 as discussed tonight.
CARRIED

9. Next Meeting

The next meeting will be held on Wednesday, March 16, 2022, at 7:00 p.m., by WebEx Conference.

10. Adjournment

The meeting adjourned at 9:21 p.m. on a motion by Maleeha Shahid.

Board Chair

Secretary