

**The City of Kawartha Lakes
Public Library**

Public Library Board Meeting

Agenda

Thursday, March 3, 2022 at 5:00 p.m.

**Online via Video Conferencing
Meeting Room
Lindsay Branch**

190 Kent Street West, Lindsay, ON K9V 2Y6

Members

Roger Clements
Vanessa Doucet-Roche
Susan Ferguson
Gail O'Neill Jackson
Frank Morris
Shirley Norman
Andrew Veale
Pat Warren
Kate Winn

Members Absent

Meeting #LB2022-02

1. Call to Order

The Chair called the meeting to order at 5:00p.m. with the following members present and three via videoconferencing:

S. Norman, P. Warren, V. Doucet-Roche

No members were absent.

Staff present: J. Anderson / M. Junkin (Notetaker) / C.Danes (Treasurer) (Zoom)

2. Chairs Remarks

The Chair welcomed all members and read a letter from the Board to CEO Anderson thanking him for his leadership during the COVID pandemic of the past two years.

The Chair noted that the Board was able to meet in freedom and asked everyone to remember those who are current fleeing conflict in their countries and are unable to sit in freedom.

3. Adoption of the Agenda

RESOLVED THAT the agenda for the City of Kawartha Lakes Public Library Board Meeting of 3 March, 2022 be adopted as circulated

Moved by: F. Morris
Seconded by: G. Jackson

CARRIED

4. Declaration of Pecuniary Interest

NONE declared

5. Deputations / Presentations

Treasurer Danes gave Board members an overview of the Library's 2021 financial year. While the financial year has not been finalized the library had a surplus of \$261,740.00 bringing total reserves to \$987,000.00

P. Warren inquired about the receipt of the Community Foundation Grant. J. Anderson replied this is a Healthy Communities grant and will be used towards installation of a permanent Storywalk structure at Settler's Village in Bobcaygeon.

S. Norman ask how long it has taken the library to accumulate its reserve. J. Anderson replied that 2016 was the first year the library was in a position to set money aside. C. Daynes noted that the bulk of reserves in recent years has been a result of surplus wages. With the COVID pandemic expecting to end shortly, the accumulation of reserves will be at a much smaller scale in years to come.

R. Clement noted that the 2019 agreement with Council on the new Bobcaygeon branch stated that CKL would cover the cost of interior furnishings. A. Veale noted that in 2019 council anticipated that construction would take place in a shorter time frame than what has actually transpired. C. Daynes noted that the Library Board had already authorized a withdrawal of funds from library reserves in 2019 that was put towards construction costs and that the Library will not be expected to contribute any further towards construction costs.

Consent Agenda

6. Minutes

6.1 Draft Library Board Minutes of the 3 February, 2022 Meeting

7. Correspondence

7.1 Mishkodeh Letter of Support – 4 February, 2022

7.2 Letter to Library Staff – 4 February, 2022

Consent Agenda End

RESOLVED THAT the Consent Agenda be approved as circulated

Moved by: K. Winn
Seconded by: P. Warren

CARRIED

8. Reports

8.1 Library Financial Statement – January 2022 – J. Anderson – Written Report

S. Ferguson commended J. Anderson and F. Morris for their efforts to make the Library Financial Statement easier to understand for Board Members. F. Morris noted that having numbers broken out month by month should make it easier to examine numbers and Board Members should have fewer questions about spending.

9. New Business

9.1 Accessing Library Reserves for Bobcaygeon Renovation – J. Anderson – Written Report LIBR2022-03

Resolved That the Kawartha Lakes Public Library Board approves the accessing of up to \$196,900 from Library Reserves for the purchase and installation of shelving, furniture and equipment at the new Bobcaygeon branch as outlined in this report.

Moved by: P. Warren
Seconded: G. Jackson

**CARRIED
LIBR2022-04**

Discussion

R. Clement inquired if less expensive shelving could be purchased. J. Anderson noted that the figure stated was the highest estimate of costs.

F. Morris inquired if costs included installation. J. Anderson replied yes.

9.2 CEO Performance Review Committee

RESOLVED That the Kawartha Lakes Public Library Board appoints S. Norman and R. Clement to an ad hoc committee to develop the 2021 CEO Performance Review to be presented to the Library Board at the June 2022 meeting.

Moved by: F. Morris
Seconded by: G. Jackson

**CARRIED
LIBR2022-05**

9.3 Board Self Evaluation – S. Norman/V. Doucet-Roche/K. Winn – Discussion

RESOLVED THAT the Kawartha Lakes Public Library Board appoints G. Jackson and S. Ferguson to an ad hoc committee to develop the 2022 Library Board Legacy document to be presented to Library Board at September 2022 meeting.

Moved by: S. Norman
Seconded by: R. Clement

**CARRIED
LIBR2022-06**

Discussion

V. Doucet-Roche noted that the Board Self-Evaluation can be used as a baseline to be used to gauge how the Board advances and develops over time.

F. Morris inquired if the diversity issue was based on Board Members' skills or their demographics. V. Doucet Roche noted that it was both.

9.4 OLA Boot Camp

S. Norman and S. Ferguson attended this year's OLA Virtual Boot Camp for board members. They will write a brief report and present to Library Board at next meeting.

9.5 OLS

R. Clement will attend the OLS Board Assembly Meeting April 7, 2022 and will write a synopsis to be presented to Library Board at May Board meeting.

10. Policy Review

NONE

11. **Closed Session**

NONE

12. **Business Arising From Closed Session**

NONE

13. **Adjournment:**

RESOLVED THAT the Library Board adjourns at 6:24p.m.

Moved by: S. Ferguson
Seconded by: S. Norman

14. **Next Meeting**

The next scheduled meeting of the City of Kawartha Lakes Public Library Board is to be held on 5 May, 2022 at 5:00 p.m. in the Meeting Room of the Lindsay Branch.

Attachments

Consent Agenda

- A. Draft Minutes of the Library Board Meeting – 3 February, 2022
- B. Mishkodeh Letter of Support – 4 February, 2022
- C. Letter to Library Staff – 4 February, 2022

- D. Financial Statement – January 2022
- E. Accessing Library Reserves for Bobcaygeon Renovation – Report LIBR2022-03
- F. Board Self Evaluation (originally part of the February 2022 Board package)
- G. Library in the Media
 - a. Lindsay Advocate – Library Use Increasing – 28 January, 2022
 - b. Lindsay Advocate – Great Reads – February 2022
 - c. Kawartha 411 – Library Introduces Storywalk for Family Day – 20 February, 2022