

MINUTES



Tuesday, February 13, 2024 6:45pm | Hybrid Meeting

Full February 2024 Board Package Available at <https://splibrary.ca/libraryboard>

MEMBERS OF THE BOARD PRESENT

Laurie Brown, Jo-Dee Burbach, Philip Connolly, Michael Corbett, Mackenzie Kipfer (zoom), Kaitlyn Kochany, Patty Lewis, David Mackey, Emma Perin, Arnab Quadry, Chris Zonneville

REGRETS

MEMBERS OF STAFF PRESENT

Krista Robinson, CEO; Cathy Perreault, Recording Secretary

1. Call to Order and Land Acknowledgment

The meeting was called to order at the Stratford Public Library by Chair Michael Corbett at 6:44 pm.

2. Chairperson's Remarks

Welcome to Connor Luczka from Stratford Today and Brandon Fratacangeli and Allison Pilon from Ontario Library Services.

3. Declarations of Pecuniary Interest and the General Nature Thereof

None

4. Approval of the Agenda

2024-06 Moved by C. Zonneville, seconded by L. Brown to approve the agenda.

CARRIED

5. Delegations

6. Approval of the minutes

2024-07 Moved by E. Perin, seconded by K. Kochany that the minutes of the meeting of January 9, 2024 be approved as amended.

CARRIED

7. Business arising from the minutes

8. Board Education

8.1. Ontario Library Services Presentation: Brandon Fratacangeli and Allison Pilon reviewed The Public Libraries Act focusing on relationships and responsibilities between library boards and municipal government. This covered incorporation, governance and financial reporting.

9. Business of the Board

9.1. Report from PCIN: Next meeting will be in April. A strategic plan subcommittee has formed.

9.2. Report from OLS: D. Mackey made the board aware of training sessions for the Annual Survey (several dates) and for Good Governance Through the Lens of the Public Libraries Act (March 19).



- 9.3. Report from City Council: J. Burbach reported that the 2021 audited financial statements were passed by council and will be forthcoming to the board. The 2024 budget has passed committee and will be presented to Council on February
- 9.4. Report from Board Members about OLA SuperConference: D. Mackey and L. Brown both attended the Board Bootcamp sessions and found it very valuable.
- 9.5. Space Sub Committee: The committee is continuing to meet. Next steps will be a communication strategy.
- 9.6. 2024 Policy Update Schedule: Additional sign ups – E. Perin (April), A. Quadry (May), M. Corbett (June), K. Kochany (September), J. Burbach and C. Zonneville (December)
- 9.7. CEO Performance Appraisal Sub Committee
 - 9.7.1. Terms of Reference
2024-08 Moved by E. Perin, seconded by L. Brown to approve the CEO Performance Review Ad Hoc Committee Terms of Reference.
CARRIED
 - 9.7.2. Committee Selection: Committee will consist of C. Zonneville, D. Mackey, and P. Lewis.

10. CEO Reports

- 10.1. Monitoring report and statistics:
2024-09 Moved by D. Mackey, seconded by K. Kochany to accept the CEO Monitoring Reports.
CARRIED
- 10.2. 2023 Year End Performance Measures: A comparison of SPL data to comparable libraries will be provided for 2024 Year End Performance Measures.
- 10.3. Policy Updates
 - 10.3.1. Customer Code of Conduct
2024-10 Moved by P. Connolly, seconded by E. Perin to approve the updated Code of Conduct as submitted.
CARRIED
 - 10.3.2. New – Security Camera Policy
2024-11 Moved by J. Burbach, seconded by A. Quadry to adopt the Security Camera Policy.
CARRIED

11. Correspondence: None

12. Other Business: None.

13. Confirmation of Date and Time of Next Meeting:

Tuesday, March 19, 2024 6:45pm at Stratford Rotary Complex (Mansbridge Room)

14. Adjournment

- 2024-12 Moved M. Kipfer that the meeting adjourned at 8:28pm.
CARRIED



Krista Robinson, CEO

Michael Corbett, Chair