STRATFORD PUBLIC LIBRARY BOARD

MINUTES

Monday December 5 2023, 6:45pm | Hybrid Meeting

MEMBERS OF THE BOARD PRESENT
Kim Bardwell (zoom) Laurie Brown, JoDee Burbach, Philip Connolly, Michael Corbett, Mackenzie Kipfer, Kaitlyn Kochany (zoom), David Mackey, Emma Perin, Arnab Quadry, Chris Zonneville

REGRETS

MEMBERS OF STAFF PRESENT
Krista Robinson, CEO; Cathy Perreault, Recording Secretary; Shauna Costache, Public Service Supervisor
Brandi Gillett, Community Engagement Supervisor

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1. Call to Order and Land Acknowledgment
   The meeting was called to order at the Stratford Public Library by Chair Michael Corbett at 6:45 pm.

2. Chairperson's Remarks

3. Declarations of Pecuniary Interest and the General Nature Thereof
   None

4. Approval of the Agenda
   2023-63 Moved by D. Mackey, seconded by J. Burbach to approve the agenda.
   CARRIED

5. Delegations
   John Bell – Drag Storytime

6. Approval of the minutes
   2023-64 Moved by C. Zonneville, seconded by L. Brown that the minutes of the meeting of October 16, 2023 be approved.
   CARRIED

7. Business arising from the minutes
   None

8. Board Education

   8.1 Public Service: Shauna provided the board with an overview of the Public Service Librarians staff and services provided.

   8.2 FOPL Advocacy Priorities: FOPL and OLA have joined together for an advocacy campaign. David Harvie is representing Perth Wellington libraries.

   8.3 OLA Board Boot Camp: SPL will cover registration and travel.

9. Business of the Board

9.1. Report from PCIN: PCIN budget has been approved. Work continues on strategic planning.

9.2. Report from OLS: David attended the Board Assembly on November 16th.

9.3. Report from City Council: JoDee provided an update on budget timelines with council. Krista is scheduled to present on December 14th.

9.4. Board Recruitment Committee: This is Kim Bardwell's last meeting. Recruitment discussion deferred to in camera session.

9.5. Library Space Committee:

2023-65 Moved by K. Kochany, seconded by D. Mackey that the CEO send a letter to the CAO of the City of Stratford requesting that the Library be considered as an anchor tenant in the Grand Trunk Community Hub.
CARRIED

9.6. DRAFT CEO Appraisal Policy:

2023-66 Moved by C. Zonneville, seconded by E. Perin to approve the CEO Performance Appraisal policy.
CARRIED

10. CEO Reports

10.1 Monitoring report and statistics:

2023-67 Moved by E. Perin, seconded by M. Ki to accept the CEO Monitoring Reports.
CARRIED

10.2 2023 CEO Workplan Year to Date Review: Reviewed; no action required.

10.3 DRAFT 2024 CEO Workplan: Reviewed; no action required.

10.4 Policy Updates:

LG 01 Health and Safety Policy

LG 02 Workplace, Discrimination, Harassment and Violence Policy

OP 05 Program to Address Workplace, Discrimination, Harassment and Violence Policy

2023-68 Moved by J. Burbach, seconded by P. Connolly to approve the updated policies LG 01, LG 02, OP 05.
CARRIED

10.5 Canada Helps Donations:

2023-69 Moved by D. Mackey, seconded by A. Quadry that the Library Board issue payment to the Stratford Public Library in the total amount dispersed from Canada Helps in support of the Snack Stop throughout 2023, and each year moving forward.
CARRIED

10.6 2024 Schedule of Meetings: Update March 12th to March 19th. Location to be determined.

11. Correspondence: None.

12. Other Business

12.1 In Camera meeting: Human Resources Matter

2023-70 Moved by C. Zonneville, seconded by L. Brown move in camera at 8:32 pm
CARRIED

2023-73 Moved by M. Kipfer, seconded by L. Brown to move out of camera at 9:15pm
CARRIED

2023-74 Moved by D. Mackey, seconded by A. Quadry to accept motions made in camera
CARRIED

13. Confirmation of Date and Time of Next Meeting:
Tuesday, January 9, 6:45pm at Stratford Public Library

14. Adjournment

2023-75 Moved by K. Bardwell that the meeting adjourned at 9:17pm

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Krista Robinson, CEO Michael Corbett, Chair