



King Township Public Library Board Meeting
APPROVED MINUTES – November 19, 2024
VIRTUAL

Board Present: (Virtual)	Caroline Anderson (C), Aleisha Richards (VC), Michael Tedesco (FC), Irene deGeus, Rose Grimaldi, Patti Skrypek, Danielle Donadio, Councillor David Boyd
Staff Present:	Adele Reid, Kelley England, Kate Gibson, Patricia Chan, Domenica Lollo
Regrets:	Mayor Steve Pellegrini
Absent:	Councillor Jordan Cescolini
Guests:	∅

1.	Call to Order Chair Caroline Anderson called the meeting to order at 6:30 p.m.
2.	Approval of the Agenda Motion 2024-11-01: Board meeting agenda <i>Moved by Aleisha Richards, seconded by Councillor David Boyd, that the Board approve the agenda as presented. Carried.</i>
3.	Declarations of Conflict of Interest – ∅
4.	Approval of the Minutes
4.1	Approval of the Preceding Board Meeting minutes – October 16, 2024 Motion 2024-11-02: Board meeting minutes – October 16, 2024 <i>Moved by Aleisha Richards, seconded by Patti Skrypek, the Board receive and approve the meeting minutes as presented. Carried.</i>
5.	Business Arising from the Minutes
5.1	Review – BL-05 – Meetings of the Board Board Chair Caroline Anderson highlighted key points of Policy BL-05 – Meetings of the Board, emphasizing that adherence to that policy includes responsibility to attend and prepare for monthly meetings, notifying the secretary of any absences, and ensuring punctuality. Being prepared to contribute to discussions and ask informed questions ensures the effective and respectful use of this volunteer Board’s time. Board member Patti Skrypek concurred with Ms. Anderson and requested increased accountability and greater rigor from fellow Board members. Ms. Anderson also addressed the Board’s responsibility advocate for the library and educate the community accordingly by keeping current with communication from staff regarding events and activities at the library.

		Ms. Anderson concluded the review of BL-05 with the reminder that the Board’s role is one of governance versus operations and it must maintain this distinction in both conduct and decision-making.
6.		Correspondence – ∅
7.		Reports
	7.1	<p>Q3 – Business Plan Update</p> <p>CEO Adele Reid reported that the majority of 2024 business goals will be completed. Those that are not complete will continue into 2025, including municipal integration activity, the work-place violence review and action plan, and the Celebrate King project.</p>
	7.2	<p>Q3 – 2024 Financial Update</p> <p>Finance Chair Michael Tedesco confirmed that he has reviewed and is satisfied with KTPL’s financial position at the end of Q3, and that it is forecast that the year will end in a minor favorable position.</p> <p>Motion 2024-11-03: Board meeting minutes – Q3 Updates</p> <p><i>Moved by Aleisha Richards, seconded by Irene deGeus, the Board receive the Q3 updates for information as presented. Carried.</i></p>
8.		Policy Review and Updates – ∅
9.		Information
	9.1	<p>CEO Report – Verbal</p> <ul style="list-style-type: none"> Ms. Reid shared the link to an article featured in the King Weekly Sentinel consequent to the Valuing Ontario Libraries Toolkit (VOLT) presentation made to Council on October 28th, 2019. The article was an excellent promotion for the library and spoke very positively of the Social Return on Invest (SROI) associated to the services the Library provides the residents of King. She also reported that she received feedback from several residents who attended the session as to what they learned both about how their tax dollar is invested and the number of services available. The video of residents was highly lauded by municipal staff and residents. Ms. Reid updated the Board on the incident at Nobleton where a staff member was verbally and physically assaulted. The YRP worked with local schools to identify the youth involved, and with the school’s assistance, the YRP has addressed the students and their parents. One of the youths attended the library with their parent to apologize to staff. Ms. Reid advised that the payment of vendors has been impacted by the Canada Post Strike. Staff are working with vendors on alternative payment solutions where cheques have normally been mailed. Ms. Reid advised that the 2025 Township Budget Book has been published, and she has sent a link to all Board members. She strongly recommended that the Board review it in advance of future Council meetings where the budget is on the

agenda. Municipal staff are striving to have the 2025 budget approved by end of December.

- Ms. Reid addressed questions from Ms. Anderson and Mr. Tedesco regarding user visit statistics. Mr. Tedesco asked how user visit numbers are trending: Ms. Reid reported that the number of annual visits continue to trend upwards since the COVID shutdowns ended, but are still slightly lower than pre-COVID statistics.

9.3 Stats-at-a-Glance – YTD – Ontario Public Library Week

The Stats-at-a-Glance for Ontario Public Library Week were presented to the Board.

Motion 2024-11-04: Staff Reports – November 2024

Moved by Rose Grimaldi, seconded by Michael Tedesco, that the Board receive the staff reports for information as presented for November 2024. Carried.

10. New Business

10.1 December 10th Board Meeting – Discussion

For the December meeting, the Board agreed unanimously to gather at a local venue for dinner to celebrate 2024 accomplishments.

11. Member Announcements

- ### **11.1**
- Councillor David Boyd promoted the Nobleton Tree Lighting event – December 8th
 - Aleisha Richards promoted the Schomberg Parade/Parade of Lights – December 7th
 - Patti Skrypek announced that
 - The Trees of Giving campaign had commenced and running until December 17th and funds raised will go towards the ‘Sending Kids to Camp’ initiative
 - Christmas in King is looking for volunteers to house frozen turkeys until distribution closer to Christmas

12. **Adjournment**

Motion 2024-11-05: Adjournment

Moved by Aleisha Richards, seconded by Pattis Skrypek, that the Board meeting be adjourned. Carried.

The meeting adjourned at 7:04 p.m.

Caroline Anderson

Board Chair

[Signature]

Chief Executive Officer

Jan 21, 2025

Date