



**King Township Public Library Board Meeting**  
**APPROVED MINUTES – January 21, 2025**  
**VIRTUAL**

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

1.	<b>Call to Order</b> Chair Caroline Anderson called the meeting to order at 6:32 p.m.
2.	<b>Approval of the Agenda</b> <b>Motion 2025-01-01: Board meeting agenda</b> <i>Moved by Mayor Steve Pellegrini, seconded by Rose Grimaldi, that the Board approve the agenda as amended. Carried.</i>
3.	<b>Declarations of Conflict of Interest – ∅</b>
4.	<b>Approval of the Minutes</b>
4.1	<b>Approval of the Preceding Board Meeting minutes – November 19, 2024</b> <b>Motion 2025-01-02: Board meeting minutes – November 19, 2024</b> <i>Moved by Rose Grimaldi, seconded by Patti Skrypek, that the Board receive and approve the meeting minutes as presented. Carried.</i>
5.	<b>Business Arising from the Minutes</b>
5.1	<b>MOU/Integration – Verbal Update</b> CEO Adele Reid advised that the Board’s MOU Committee completed a draft MOU document that formalizes the intent and practice of new partnerships with the Township, which has been submitted to the Director of Community Services. While potential delays in the transfer of financials are anticipated, Board Chair Caroline Andersen emphasized that the overall process is moving forward at a steady and satisfactory pace. The CEO is meeting with the Township’s senior directors whose departments are involved in administrative integration topics on January 22, 2025, with the objective of getting everyone aligned with what is happening and when.
5.2	<b>Email Approval – cheques over \$14,000</b> CEO Adele Reid informed the Board that a cheque over \$10,000 was signed by two staff upon receiving email approval by the Chair, Vice Chair and Financial Chair, in exception to

Governance Policy GOV-04 Section 2) 4. b. that requires a Board signature on cheques over \$10,000. Given that former Board Chair Aleisha Richards is the sole authorized Board signatory for KTPL cheques and was unavailable to sign the cheque, the email approval was deemed necessary to prevent delays in payment for the newly installed self-serve Kiosk at the Zancor Centre and avoid overdue charges from the supplier.

**Motion 2025-01-03: Email Approval – cheque over \$14,000**

*Moved by Mayor Steve Pellegrini, seconded by Caroline Anderson, that the Board receive for information the email approval made for a cheque over \$14,000. Carried.*

**6. Correspondence – Ø**

**7. Reports**

**7.1 Annual Business Goals – Final 2024**

All 2024 Business goals have been successfully completed by the KTPL management team, except for the Workplace Violence Risk Assessment and Emergency Response Plan, which will move forward into the 2025 Business Goals.

**Motion 2025-01-04: Annual Business Goals – Final 2024**

*Moved by Caroline Anderson, seconded by Mayor Steve Pellegrini, that the Board receive for information and accept Final Annual Business Goals for 2024 as presented. Carried.*

**7.2 Advocacy & Fundraising Committee Update - Verbal**

Rose Grimaldi, Chair of the Advocacy and Fundraising Committee, provided an update to the Board regarding the "Celebrate King" call-out for art. The community response was strong, with 109 submissions from 38 artists received as of January 15th. The selection process was highly competitive given the quality of the art submitted. The criteria ultimately used by the panel to guide the final selection of 34 art pieces was that the image celebrated King Township, its visual appeal, and its community relevance. These pieces will be transferred to sound buffering panels and installed on wall space surrounding the King City branch staircase atrium, providing an aesthetically pleasing sound-reduction solution.

The next steps involve professionally photographing the selected pieces, which will then be printed onto the sound-dampening panels. Once these steps are completed, a public unveiling will take place at the King City branch. Artwork not selected for display will be featured in a digital presentation during the unveiling ceremony.

Mayor Pellegrini confirmed that funding for this initiative will be provided through the Mayor's Annual Golf Tournament. Rose Grimaldi will supply the Mayor with the total funding requirement as soon as possible.

**Motion 2025-01-05: Advocacy & Fundraising Committee Update**

*Moved by Patti Skrypek, seconded by Caroline Anderson, that the Board receive the Advocacy and Fundraising Committee update for information as presented. Carried.*

**8. Policy Review and Updates**

**8.1 Policy Cover Report**

**8.2 Policy #OP-09 Room Rentals**

The review and update of the policy was presented to all Board members by the Policy Committee.

**Motion 2025-01-06: Approval of Policy #OP-09 Room Rentals**

*Moved by Councillor David Boyd, seconded by Mayor Steve Pellegrini, that the Board receive and approve OP-09 Room Rentals policy, and accept the changes as recommended and presented by the Policy Committee. Carried.*

**9. Information**

**9.1 CEO Report – Verbal**

Ms. Reid informed the Board on the following:

- An initial view of the 2024 Year End financials YE is complete and will end with a nominal favourable surplus.
- Four staff and Chair Caroline Anderson will be attending the OLA Super Conference – Jan 29 – Feb 1, 2025.
  - While at the conference, Ms. Reid will be attending the Association of Medium Public Libraries of Ontario (AMPLO) Annual General Meeting. Ms. Reid is on an AMPLO sub-committee looking at the use of funds not spent on live meetings since 2020 to support a bursary to enable First Nations librarians to attend the Super Conference. This is not associated to the annual donation KTPL makes to enable a First Nations library's membership in the Federation of Ontario Public Libraries.
- The grand opening of the Zancor Centre will be happening Sunday, January 26<sup>th</sup>. KTPL Staff will be in attendance to promote the new book kiosk recently added at the new community centre, and all library services.
- The King City Public Library and Seniors Centre has recently been honored with the Governor General's Medals of Excellence in Architecture for the King City branch. These prestigious awards recognize exceptional achievements in newly completed projects by Canadian architects, with an award presentation taking place in Ottawa at Rideau Hall on February 13<sup>th</sup>, 2025. Architect Alar Kongat will be in attendance to accept this distinguished award, along with Mayor Pellegrini, Director of Community Services Chris Fasciano, and KTPL CEO Adele Reid.
- The Township has commenced an update to its Master Facilities Plan. Ms. Reid met with the consultants last week to discuss the opportunities and challenges for

today's and future Library facilities. A new topic was about proactively building staff safety into facility design given the rise of violence in the workplace.

## 9.2 Stats-at-a-Glance – 2024 Year In Review

The Stats-at-a-Glance – 2024 Year in Review were presented to the Board by Manager of Engagement and Connections, Kelley England.

### **Motion 2025-01-07: Information Reports – January 2025**

*Moved by Danielle Donadio, seconded by Patti Skrypek, that the Board receive the staff reports for information as presented for January 2025. Carried.*

## 10. New Business

### 10.1 2025 Board Meeting Content

Board Chair Caroline Anderson emphasized the importance of maintaining focus on the meeting agenda and the designated topics. Additionally, she informed the Board that, starting in 2025, staff participation will be limited, with only one departmental manager attending each meeting or as required by the agenda.

## 11. Member Announcements

### 11.1 ➤ Patti Skrypek

- Concert in King tickets are on sale now for the March 29<sup>th</sup> concert being held at the Kingbridge Centre. Tickets are available at [christmasinking.ca/](https://christmasinking.ca/)
- The upcoming Art Society King Studio Tour, Art Show and Sale will take place April 5 and 6, from 10am to 5pm

### ➤ Mayor Steve Pellegrini

- This year marks the 175th Anniversary of King Township, and in celebration of this significant milestone, a special edition book will be released in April. The book is authored by local writer Anne Love and former KTPL Deputy Chief Sharon Bentley. The Mayor will have several copies available and reserved for community groups/organizations

12. **Adjournment**

**Motion 2025-01-08: Adjournment**

*Moved by Rose Grimaldi, seconded by Caroline Anderson, that the Board meeting be adjourned. Carried.*

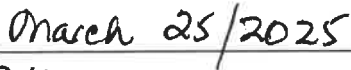
The meeting adjourned at 7:18 p.m.



**Board Chair**



**Chief Executive Officer**



**Date**