



**King Township Public Library Board Meeting**  
**APPROVED MINUTES – October 16, 2024**  
**KING CITY BRANCH**

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

|    |   |
|----|---|
| 1. | <p><b>Call to Order</b><br/>         Chair Aleisha Richards called the meeting to order at 6:38 p.m.</p>  |
| 2. | <p><b>Approval of the Agenda</b></p> <p><b>Motion 2024-10-01: Board meeting agenda</b><br/> <i>Moved by Councillor Jordan Cescolini, seconded by Michael Tedesco, that the Board approve the agenda as amended. Carried.</i></p>  |
| 3. | <p><b>Declarations of Conflict of Interest – ∅</b></p>  |
| 4. | <p><b>Election of the Executive – Appointments</b></p> <p><i>The CEO acting a pro tem called for nominations for the position of Chair of the KTPL Board for the balance of 2024 and 2025.</i></p> <p><i>In the event of more than one nominee for any of the vacant positions, Adele Reid (CEO) and Domenica Lollo (Board Secretary) will act as scrutineers to count the votes.</i></p> <p><b>Motion 2024-10-02: Open nominations for the position of Chair</b><br/> <i>Moved by Aleisha Richards, seconded by Councillor Jordan Cescolini to nominate Caroline Anderson as the Chair for the KTPL Board. Caroline Anderson accepted the nominations. Carried.</i></p> <p><b>Motion 2024-10-03: Additional nominations for the position of Chair</b><br/> <i>Moved by Rose Grimaldi, seconded by Patti Skrypek to nominate Danielle Donadio as the Chair of the KTPL Board. Danielle Donadio accepted the nominations. Carried.</i></p> |

With no further nominations, each member was provided with a ballot to cast their vote. Scrutineers subsequently tabulated the votes, and by a count of 5 to 3, Trustee Caroline Anderson was duly elected as Chair of the Board of the King Township Public Library.

**Motion 2024-10-04: Close nominations for the position of Chair**

*Moved by Irene deGeus, seconded by Aleisha Richards that nominations for the position of Chair of the KTPL Board be closed. Carried.*

The newly elected Chair, Caroline Anderson, presided over the balance of the elections.

---

The Chair called for nominations for the position of Vice Chair

**Motion 2024-10-05: Open nominations for the position of Vice Chair**

*Moved by Caroline Anderson, seconded by Irene deGeus to nominate Aleisha Richards as the Vice Chair of the KTPL Board. Aleisha Richards accepted the nominations. Carried.*

There being no further nominations, the following motion was introduced:

**Motion 2024-10-06: Close nominations for the position of Vice Chair**

*Moved by Caroline Anderson, seconded by Michael Tedesco to close nominations for the position of Vice Chair of the KTPL Board be closed. Carried.*

Trustee Aleisha Richards was acclaimed to the position of Vice Chair.

---

The Chair called for nominations for the position of Finance Chair.

**Motion 2024-10-07: Open nominations for the position of Finance Chair**

*Moved by Caroline Anderson, seconded by Aleisha Richards to nominate Michael Tedesco as Finance Chair of the KTPL Board. Michael Tedesco accepted the nomination. Carried.*

There being no further nominations, the following motion was introduced:

**Motion 2024-10-08: Close nominations for the position of Finance Chair**

*Moved by Rose Grimaldi, seconded by Councillor Jordan Cescolini that nominations for the position of Finance Committee Chair of the KTPL Board be closed. Carried.*

Trustee Michael Tedesco was acclaimed to the position of Finance Chair.

|     |  |
|-----|--|
| 5.  | <p><b>Approval of the Minutes</b></p>  |
| 5.1 | <p><b>Approval of the Preceding Board Meeting minutes – June 18, 2024</b></p> <p><b>Motion 2024-10-09: Approval of Board Meeting Minutes – June 18, 2024</b><br/> <i>Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive and approve the minutes of the preceding Board meeting of June 18, 2024, as presented. Carried.</i></p> <p><b>5.2 Approval of the MOU Committee Meeting Minutes – August 12, 2024</b></p> <p><b>Motion 2024-10-10: Approval of the MOU Committee Meeting Minutes</b><br/> <i>Moved by Patti Skrypek, seconded by Michael Tedesco, that the Board receive and approve the MOU Committee meeting minutes of August 12, 2024, as amended. Carried.</i></p> <p><b>5.3 Approval of the Special Meeting Minutes - 2025 Budget Review - August 14, 2024</b></p> <p><b>Motion 2024-10-11: Approval of the Special Board Meeting Minutes</b><br/> <i>Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive and approve Special Board meeting minutes of August 14, 2024, as presented. Carried.</i></p> <p><b>5.4 Approval of the Advocacy and Fundraising Meeting Minutes – August 26, 2024</b></p> <p><b>Motion 2024-10-12: Approval of the Advocacy and Fundraising Meeting Minutes</b><br/> <i>Moved by Rose Grimaldi, seconded by Michael Tedesco, that the Board receive and approve the Advocacy and Fundraising Committee meeting minutes of August 26, 2024, as amended. Carried.</i></p> |
| 6.  | <p><b>Business Arising from the Minutes</b></p>  |
| 6.1 | <p><b>Bird Collision at King City Branch - Update</b></p> <p>Bird collisions at the King City branch remain a concern, particularly in areas lacking the reflective decals designed to deter such incidents. We have received a quotation for the professional installation of permanent decals on north-facing windows; however, the cost of \$10,000 for materials alone is prohibitive and will not be pursued at this time. Staff will investigate other options, including interior decals.</p>   |
| 6.1 | <p><b>Valuing Ontario Libraries Toolkit – Final 2023 Results</b></p> <p>The CEO presented the 2023 results of the VOLT program, highlighting how the new Social Return on Investment (SROI) toolkit is designed to assist Ontario public libraries in measuring and demonstrating their value and impact within their unique communities. Results for KTPL indicate an SROI of \$2.69 return for every \$1 invested in the Library. This equates to a value of \$205 per resident. The VOLT presentation will be made to Council on October 28<sup>th</sup>.</p>   |
| 7.  | <p><b>Correspondence – ∅</b></p>   |

|     |   |
|-----|---|
| 8.  | <p><b>Reports</b></p>   |
| 8.1 | <p><b>Q2 – Business Plan Update</b></p> <p>2024 objectives are proceeding as planned. Progress delays are attributed to conflicting priorities, including continued staffing shortages. Of note, staff have also completed two significant projects in addition to the 2024 objectives:</p> <ul style="list-style-type: none"> <li>○ New shelving in Nobleton</li> <li>○ VOLT calculation and presentation</li> </ul>   |
| 8.2 | <p><b>Q2 – 2024 Financial Update</b></p> <p>2024 financials are on track as forecast. Unfavourable variances include:</p> <ul style="list-style-type: none"> <li>● Continued use of 3<sup>rd</sup> party courier versus Township staff (\$20,000)</li> <li>● Benefit rate increase 6%, versus the 3% originally forecast (\$10,000)</li> <li>● 2023 financial audit cost of \$7,500 versus \$5000 forecast</li> </ul> <p>These variances are all covered by favourable variances in interest revenue and the Canada Summer Jobs grant. Year to date calculations predict a year-end favourable variance but minimal versus variances experienced in past 3 years associated to COVID closures and management vacancies. The staff are reviewing value-add opportunities, including forecast 2025 capital expenditures to reduce use of reserve funds.</p> |
| 8.3 | <p><b>2025 Budget Update</b></p> <p>The Township’s consolidated budget for 2025 initially exceeded the targets set by Council regarding maximum increases to property taxes. The Board has been asked by the CAO:</p> <ul style="list-style-type: none"> <li>● to use reserve funds for forecast capital expenditures</li> <li>● to reduce operating budget by an additional \$3K</li> </ul> <p>Staff recommend the Board to accept those requirements given similar cuts have taken place across municipal departments.</p> <p><b>Motion 2024-10-13: Approval of all preceding Business Reports</b></p> <p>Moved by Patti Skrypek, seconded by Aleisha Richards, that the Board receive and approve all Business Reports, for information as presented. Carried.</p>   |
| 9.  | <p><b>Policy Review and Updates</b></p>   |
| 9.1 | <p><b>Policy Cover Report</b></p>   |
| 9.2 | <p><b>HR-TBD – Electronic Messaging</b></p>   |
| 9.3 | <p><b>HR-TBD – Disconnecting from Work</b></p> <p>The review and update of the preceding policies was presented to all Board members by the Policy Committee.</p>   |
|     | <p><b>Motion 2024-10-14: Approval of all preceding Policy Review and Updates</b></p> <p>Moved by Rose Grimaldi, seconded by Irene deGeus, that the Board receive and approve all Policy Reviews and Updates, and accept the changes as recommended and presented by the Policy Committee. Carried.</p>  |

## 10. Information

### 10.1 CEO Report – Verbal

- Resignation of 2 vital staff in Community Engagement department has resulted in the cancellation of some program offerings until new staff are put in place. Retention continues to be a challenge as larger systems struggle to fill their vacancies, offering higher wages and more opportunities for advancement than a system of KTPL's size.
- The Nobleton new shelving installation will occur during the week of Oct. 21 – this new shelving will have a similar footprint but will not be as tall as the current shelving. The update will not only more prominently display the collection but will also create better sightlines and improve natural lighting.
- The replacement of Stone Lamina fascia at the King City branch is almost complete – the branch building signage was removed to access damaged panels, and reinstallation will be commenced upon final approval of the work.
- The Advocacy & Fundraising Committee will no longer be hosting a fundraising event for the Celebrate King acoustical paneling project. Mayor Pellegrini will be making proceeds from the recent Mayor's Golf tournament available instead. The motion 2024-06-07, to close the King City branch early on November 7<sup>th</sup>, will be rescinded.
- A formal Call to Artists will be in the local paper, which will explain the application process and timelines for artists submission for consideration in the 'Celebrate King' – Acoustic Art Installation
- Patti Skrypek's husband Richard Marejka was formally recognized for his voluntary contribution to the Celebrate King project: he has provided conceptual drawings and did outstanding work in creating a 3D model of what the final acoustic art installation will look like in the King City branch

#### **Motion 2024-10-15: Rescinding of Motion # 2024-06-07, adopted June 18<sup>th</sup>, 2024**

*Moved by Patti Skrypek, seconded by, that the Board rescind Motion # 2024-06-07, which called for the early closure of the King City Library branch on November 7<sup>th</sup>, 2024, adopted on June 18, 2024. Carried.*

*Moved by Patti Skrypek, seconded by Danielle Donadio, that the Board approve the closure of the King City branch to the public at 5:00 pm on Thursday, November 7<sup>th</sup>, 2024, to facilitate the Advocacy and Fundraising Committee's Celebrate King sponsorship event, of which attendance is on an invitation basis. Carried.*

## 10.2 Departmental Activity Report – Merged

There were no questions about this report.

## 10.3 Stats-at-a-Glance – 2024 Summer Programming

The Stats-at-a-Glance for the 2024 Summer programming (June – August 2024) were presented to the Board.

### **Motion 2024-10-16: Information Reports – October 2024**

*Moved by Councillor Jordan Cescolini, seconded by Michael Tedesco, that the Board receive all Information Reports as presented for October 2024. Carried.*

## 11. New Business

### 11.1 Joint Board – Learn & Connect

Board Chair Caroline Anderson provided a report on a recent joint board meeting attended by herself, Aleisha Richards and CEO Adele Reid on October 3, 2024. Hosted by the Caledon East Public Library, the meeting brought together Board members from Orangeville, Grand Valley, Halton Hills, King, and Caledon. The session featured an insightful discussion led by keynote speaker Dr. James Turk, Director of the Centre for Free Expression, focusing on the topic of intellectual freedom. This gathering also offered an opportunity for trustees to exchange ideas and address common challenges and obstacles they face.

### 11.2 Land Acknowledgement

CEO Adele Reid reported that the King Township Council has adopted a new Land Acknowledgment that will be widely utilized among township entities and associations. The Heritage Committee has conducted extensive research and work to develop an acknowledgment that adheres to Indigenous protocols. The Township is currently formulating a policy to outline when and how this new acknowledgment will be employed. Once the policy is released, the Board will address how the Library should implement it.

### 11.3 Libraries for Life – Canadian Public Library Month/Ontario Public Library Week

Ontario Public Library Week (OPLW) will be celebrated from October 21 to October 25 at all our branches, where we will be offering cider and cookies to our patrons. Mayor Pellegrini and Councillor Boyd promoted OPLW activities to residents at the October 15<sup>th</sup> Council Meeting.

### 11.4 2025 Holidays & Library Board Closures

### **Motion 2024-10-17: 2025 Holidays & Library Board Closures**

*Moved by Patti Skrypek, seconded by Aleisha Richards, that the Board receive and approve the 2025 Holiday & Library Board Closures, as presented. Carried.*

**11.5 2025 Board Meeting Schedule**

**Motion 2024-10-18: 2025 Board Meeting Schedule**

Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive and approve the 2025 Board Meeting Schedule, as amended. Carried.

**12. Member Announcements**

**12.1 ➤ Patti Skrypek**

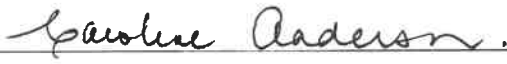
- A reminder that tickets for the upcoming 'Concert in King', featuring cover band Jacob Moon, will be going on sale January 1<sup>st</sup>, 2025. The concert will be held at the Kingbridge Centre on March 29<sup>th</sup>, 2025.
- The Christmas in King organization is looking for volunteer shoppers for the holiday season. If you or anyone you know may be interested, please let Patti know.

**13. Adjournment**

**Motion 2024-10-19: Adjournment**

Moved by Danielle Donadio, seconded by Rose Grimaldi, that the Board meeting be adjourned. Carried.

The meeting adjourned at 7:40 p.m.

  
Board Chair

  
Chief Executive Officer

JANUARY 21, 2025  
Date