



King Township Public Library Board Meeting
APPROVED MINUTES – October 17, 2023
 King City Library Branch

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

1.	<p>Call to Order Chair Aleisha Richards called the meeting to order at 6:32 p.m.</p>
2.	<p>Approval of the Agenda</p> <p>Motion 2023-10-01: Board meeting agenda <i>Moved by Rose Grimaldi, seconded by Michael Tedesco, that the Board approve the agenda as presented. Carried.</i></p>
3.	<p>Declarations of Conflict of Interest – ∅</p>
4.	<p>Approval of the Board meeting minutes – September 19, 2023</p> <p>Motion 2023-10-02: Board meeting minutes – September 19, 2023 <i>Moved by Michael Tedesco, seconded by Caroline Anderson, that the Board receive and approve the amended meeting minutes as presented. Carried.</i></p>
5.	<p>Business Arising from the Minutes</p>
5.1	<p>2024 Budget Status (Verbal Update)</p> <p>CEO Adele Reid submitted a report with an update on the final 2024 budget numbers recommended for submission to Council after the final review of the consolidated municipal budget by municipal staff. The base budget funding request originally submitted to the Director of Finance, \$2,052,336, was maintained as presented, reflecting the efforts staff put into the budget to provide fiscally responsible continuation of services to the community despite inflationary pressures. Given financial pressures, most project changes have been postponed or will be presented as “unfunded” to Council. The one project change that will be presented within the 2024 consolidated budget on behalf of the Library is the upgrade of the Cataloguer position from P/T to F/T, at \$22,039. This is a very specialized position with specific educational requirements. Additionally, this position will include front line service hours, unlike the current P/T position which has none. Finally, Capital funding associated to the proposed Nobleton</p>

		expansion or move to a municipal campus has been postponed until at least 2026, given a delay in forecast building starts and consequent impact on available Development Charge funds. Ms. Reid reminded the Board about the Public Open house at the Township offices on November 15, 2023 @ 6pm, and the value of their attendance to hear directly from the community.
		<p>Motion 2023-10-03: 2024 Budget Status</p> <p><i>Moved by Michael Tedesco, seconded by Patti Skrypek, that the Board receive and approve the recommended funding request presented for submission into the Township's 2024 Budget Book for Council and public review. Carried.</i></p>
6.		Correspondence – Ø
7.		Reports
	7.1	<p>Q3 Status Update – 2023 Business Goals</p> <p>The majority of the 2023 Business Goals are proceeding as forecast, with the except of those associated to the former Manager of Administration and Branch Services position, which is currently vacant. Those have been postponed until 2024.</p>
		<p>Motion 2023-10-04: Q3 Status UpdateQ2 Statistics</p> <p><i>Moved by Caroline Anderson, seconded by Councillor David Boyd, that the Q3 Status Update – 2023 Business Goals be received for information as presented. Carried.</i></p>
8.		Policy Review and Updates Ø
9.		Information
	9.1	<p>CEO Report – Verbal</p> <p>The following was reported:</p> <ul style="list-style-type: none"> • At a Special Council Meeting held on September 26, 2023, the Township's Growth Management Services Department announced the commencement of the 2051 Official Plan Review. Ms. Reid has initiated conversations with the Growth Management team to understand how library services are incorporated into such studies with the objective that associated planning needs are captured and addressed. • Slightly delayed by the extended scope of the 2022 audit, the 2022 Annual Report has been completed and published both virtually and in print, which has been presented to the Board and will be shared with Council and Township leadership. • The new self-service book kiosk was successfully installed at the Trisan centre and within its first week, already receiving good feedback from residents. • King City staff have been dealing with a growth in disruptive and other misbehaviour during the King City Secondary High School lunch hour, requiring additional staff to be available on the front-line to provide oversight. The situation has been addressed with the principal and police, and staff are receiving guidance on a zero-tolerance approach.

- The Board was reminded that Ontario Public Library Week was in progress, with programs celebrating OPLW themes and cookies and cider offered to users in appreciation for their continued patronage and support.
- The Canadian Urban Institute report “Overdue: The Case for Canada’s Public Libraries” was discussed, confirming the continuing relevance and need for such services and how it is informing KTPL’s plans and budgets.

2023-10-05: CEO Verbal Report – October 2023

Moved by Rose Grimaldi, seconded by Michael Tedesco, that the Board receive the CEO’s Verbal Report for information as presented for October 2023. Carried.

10.

Member Announcements

- 10.1**
- *Patti Skrypek was pleased to update the Board members on the success of the recent fundraising event - A Yuk Yuk’s Comedy Night, held at the Kingsbridge Centre on September 23, 2023. The event raised over \$8700 for ‘Christmas in King’, and because of its success, it will become an annual event.*
 - *Patti Skrypek informed the Board about Art Society King’s 4th Annual Autumn Reflections En Plein Air competition. Artists are encouraged to submit their outdoor inspired artwork before the Awards Day ceremony, which will be held at the Pottageville Park Pavilion on October 21, 2023 starting at 1:00 p.m.*
 - *Aleisha Richards advised the Board members that Girl Guide Cookies will be going on sale this month*
 - *Mayor Steve Pellegrini informed the Board about an upcoming campaign the township will be involved in called the ‘Fill a Purse for a Sister’. The campaign is in support of women and youth in crisis, and collects and distributes new and gently used purses and backpacks filled with toiletries and personal necessities. All donations will be accepted until the end of November. Mayor Pellegrini will provide additional details to the Board in the coming days. Councillor Boyd added that it may be a good idea have collection bins/containers at our library branches for the public to bring their donation of toiletries and personal necessities.*

11.

New Business

11.1 2024 Holiday and Library Closures

Motion 2023-10-06: 2024 Holiday/Library Closures

Moved by Mayor Steve Pellegrini, seconded by Caroline Anderson, that the Board receive and approve the 2024 KTPL Holiday Schedule and Library Closures as presented. Carried.

11.2 2024 Board Meeting Schedule

Motion 2023-10-07: 2024 Board Meeting Schedule

Moved by Caroline Anderson, seconded by Councillor David Boyd, that the Board receive and approve the 2024 Library Board Meeting Schedule as presented. Carried.

11.3 Bird Collisions

Bird collisions continue to be a consistent occurrence at the King City branch. Staff continue to track and monitor any collisions that occur at any of the branches. In order to temporarily remedy the issue at the King City branch, staff have purchased and will install anti-collision window decals that are UV-reflective and should assist in protecting against wild bird glass collisions. Meanwhile, the Township has initiated warranty discussions with the building's architect, who claims the windows installed on the building were chosen because of their UV-reflective coating that mitigates bird collisions.

12. Adjournment

Motion 2023-10-08: Adjournment

Moved by Caroline Anderson, seconded by Patti Skrypek, that the Board meeting be adjourned. Carried.

The meeting adjourned at 7:29 p.m.



Board Chair



Chief Executive Officer

04/12/23

Date