



King Township Public Library Board Meeting  
**APPROVED MINUTES – February 18, 2025**  
KING CITY BRANCH

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

1. **Call to Order**  
Chair Caroline Anderson called the meeting to order at 6:31 p.m.
2. **Approval of the Agenda**  
**Motion 2025-02-01: Board meeting agenda**  
*Moved by Councillor David Boyd, seconded by Councillor Jordan Cescolini, that the Board approve the agenda as amended. Carried.*
3. **Declarations of Conflict of Interest – ∅**
4. **Approval of the Minutes**
  - 4.1 **Approval of the Preceding Board Meeting minutes – January 21, 2025**  
**Motion 2025-02-02: Board meeting minutes – January 21, 2025**  
*Moved by Mayor Steve Pellegrini, seconded by Councillor David Boyd, that the Board receive and approve the meeting minutes as presented. Carried.*
  - 4.2 **Approval of the Advocacy and Fundraising Meeting Minutes – January 20, 2025**  
**Motion 2025-02-03: Advocacy and Fundraising Meeting Minutes – January 20, 2025**  
*Moved by Caroline Anderson, seconded by Danielle Donadio, that the Board receive and approve the Advocacy and Fundraising Committee meeting minutes of January 20, 2025, as presented. Carried.*
5. **Business Arising from the Minutes – ∅**
6. **Correspondence – ∅**
7. **Reports**
  - 7.1 **Draft Financial Report – 2024 Year End**  
CEO Adele Reid commented that:

- This report is a draft and in the format of the budget. The financials are still subject to audit, in PSAB format.
- Interest gained on the maturation of the 2023 GIC covered the un-forecasted benefits rate increase as well as the cost for courier service between branches. These funds also covered cost of a new drop box at the Schomberg branch and upgrades recommended in the Workplace Violence assessment by the YRP.
- It was noted that the interbranch deliveries will continue into 2025 with a 3<sup>rd</sup> party vendor, as Community Service’s Facilities continue to deal with staff shortages.
- It was recommended to roll the favourable variance into the existing reserves.
- Existing reserves were used in 2025 as approved by the Board in March 2024 to
  - complete recommended upgrades to the website
  - cover the cost of new shelving that exceeded the remaining funds in the Nobleton Update capital project 16-8210
- Remaining reserves will be used for
  - future capital projects and related feasibility and design studies
  - scheduled replacement of technology unfunded in 2025 capital budget

**Motion 2025-02-04: Financial Report – Draft 2024 Year End**

*Moved by Patti Skrypek seconded by Michael Tedesco, that the Board receive for information and accept the Final Annual Business Goals for 2024 as presented. Carried.*

**7.2 Board Chair – OLA Super Conference Report (Verbal)**

Board Chair Caroline Anderson reported on her attendance at the Ontario Library Association Super Conference. She provided a summary of the many discussions and sessions attended and encouraged Board members to attend future conferences.

**Motion 2025-02-05: Board Chair Update – OLA Super Conference**

*Moved by Mayor Steve Pellegrini, seconded by Michael Tedesco, that the Board receive for information the Chair’s review of the OLA Conference, as presented. Carried.*

**8. Policy Review and Updates**

**8.1 Policy Cover Report**

**8.2 Policy #OP-03 – Collections**

**8.3 Policy #OP-13 – Accessibility**

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

**Motion 2025-02-06: Approval of Policy #OP-03 and #OP-13 Room Rentals**

*Moved by Irene deGeus, seconded by Michael Tedesco, that the Board receive and approve Policies OP-03 and OP-13, 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 of the following:

- As CEO, she had the honor of attending the Governor General's Medals of Excellence in Architecture ceremony, where the work of Alar Kongats, the architect behind the design of the King City Library branch, was recognized. This news will be shared with the community to promote the Library to the community
- Ms. Reid attended the Ontario Library Association Super Conference, participating in a variety of sessions. She also attended the Public Library Association's awards ceremony, which honors outstanding library programs, colleagues, and communities. She recommended that KTPL considers submitting to the award program in the future as it already offers many of the services recognized in 2024.
- The February 7, 2025, episode of *The Fifth Estate* titled "The Shadow Wars on Libraries," is being discussed widely in the library community. The program reported on the escalating challenges faced by libraries in Canada, particularly focusing on the Valleyview Public Library in Alberta. Ms. Reid shared the link to the episode and recommended Board members view it.
- The CEO meets quarterly with N6 CEO's, and the next scheduled meeting will be reviewing opportunities for N6 Boards to come together to discuss the broader challenges libraries face in upholding intellectual freedom and serving diverse communities while facing growing pressure to meet specific ideological expectations.
- Due to severe road and weather conditions on February 16th, the decision was made to not open, prioritizing the safety of both our staff and patrons. Ms. Reid emphasized heeding the OPP's warnings to stay off the road and not encouraging travel by opening.

### **9.2 Collections & IT Quarterly Report**

The Collections and IT quarterly report was presented to the Board by the Manager of Collections and Technology, Kate Gibson.

**Motion 2025-02-07: Information Reports – February 2025**

*Moved by Rose Grimaldi, seconded by Patti Skrypek, that the Board receive the staff reports for information as presented for February 2025. Carried.*

**10. New Business**

**10.1 Tell 5 People – Collections and Technology Demo**

Kate Gibson, Manager of Collections and Technology, provided an overview of two new databases now available in our online catalog. The first, LitFinder (Gale Literature Finder), offers access to a vast array of literary works and secondary-source materials, covering world literature and authors throughout history. It includes over 132,000 full-text poems, more than 670,000 poetry citations, as well as short stories, speeches, and plays.

The second featured database, CreativeBug, serves as a comprehensive hub for arts and crafts instruction, inspiration, and community. It provides access to thousands of expert-led classes on sewing, art, crafts, and needlework, along with unlimited downloads of patterns, SVGs, recipes, and printables.

Ms. Gibson encouraged Board members to share this information with five people. Mayor Pellegrini invited Ms. Gibson to provide this information to communications staff to ensure it is included in the Mayor's newsletter.

**10.2 2025 Provincial Election / Advocacy (Verbal)**

CEO Adele Reid informed the Board of the library's longstanding commitment to maintaining an apolitical and neutral stance during all election periods. While the library will not endorse, post, or distribute political materials, we will continue to offer our community rooms for rental to any political group that adheres to our community room terms and conditions, specifically item #5:

*The library will not post promotional materials associated with rentals. The renter will not canvas, sell, promote, or distribute unsolicited materials **outside** of the meeting room.*

Additionally, the CEO informed the Board that the Federation of Ontario Public Libraries (FOPL) has circulated a survey to all political parties, highlighting the critical need for provincial funding for public libraries. Ms. Reid will keep the Board informed of any updates from FOPL and encourages all Board members to continue their advocacy efforts within their respective communities.

**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/)

12. **Adjournment**

**Motion 2025-02-08: Adjournment**

*Moved by Mayor Steve Pellegrini, seconded by Patti Skrypek, that the Board meeting be adjourned. Carried.*

The meeting adjourned at 7:41 p.m.

*Caroline Anderson*

**Board Chair**

*[Signature]*

**Chief Executive Officer**

*Mar 25/25*

**Date**