



**King Township Public Library Board Meeting**  
**APPROVED MINUTES – June 18, 2024**  
**KING CITY BRANCH**

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

1.	<b>Call to Order</b> Chair Aleisha Richards called the meeting to order at 6:33 p.m.
2.	<b>Approval of the Agenda</b> <b>Motion 2024-06-01: Board meeting agenda</b> <i>Moved by Irene deGeus, seconded by Caroline Anderson, 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 – May 15, 2024</b> <b>Motion 2024-06-02: Board meeting minutes – May 15, 2024</b> <i>Moved by Patti Skrypek, seconded by Mayor Steve Pellegrini, the Board receive and approve the meeting minutes as presented. Carried.</i>
4.2	<b>Approval of the Advocacy and Fundraising Committee meeting minutes – May 15, 2024 and June 10, 2024</b> <b>Motion 2024-06-03: Advocacy and Fundraising Committee – May 15, 2024</b> <i>Moved by Rose Grimaldi, seconded by Patti Skrypek, that the Board receive and approve the meeting minutes as presented. Carried.</i> <b>Motion 2024-06-04: Advocacy and Fundraising Committee – June 10, 2024</b> <i>Moved by Rose Grimaldi, seconded by Councillor Jordan Cescolini, that the Board receive and approve the meeting minutes as presented. Carried.</i>

5.	<p><b>Business Arising from the Minutes</b></p>
5.1	<p><b>2025 Budget Process - Guest Speaker Peggy Tollett</b></p> <p>King Township's Director of Finance, Peggy Tollett informed the Board of the 2025 Budget process, which will focus on funding of services available to the community, and not necessarily broken down by department. There will be a public open house scheduled for the latter part of the year (tentative date - November 13, 2024), of which the Board is encouraged to attend.</p> <p>The Board discussed the Library's focus for 2025, including the community's desire for extended opening hours. The CEO reiterated that to achieve this, additional staff will be required (staffing presently constitutes 86% of the budget). The Board recognized the added expense related to staffing and agreed for 2025 to focus on opportunities for redeployment of resources and updating hours of operation based on usage analytics to respond to community input without impacting the budget. A meeting will be called in August to review the draft budget before submission to the Township.</p>
6.	<p><b>Correspondence – Ø</b></p>
7.	<p><b>Reports</b></p>
7.1	<p><b>Review of Audited Financial Statement</b></p> <p><b>Motion 2024-06-05: Review of Audited Financial Statement</b></p> <p><i>Moved by Michael Tedesco, seconded by Mayor Steve Pellegrini, that the Board receive the Draft Audit Financial Statement for 2023, and give Chair Aleisha Richards authority to sign the final Audited Financial statement on the Board's behalf if there are no financially significant changes to the numbers presented in the draft version, to meet the June 30<sup>th</sup>, 2024 deadline to submit the 2023 Charitable Organization return to the Canada Revenue Agency. Carried.</i></p>
8.	<p><b>Policy Review and Updates – Ø</b></p>
9.	<p><b>Information</b></p>
9.1	<p><b>CEO Report – Verbal</b></p> <p>The CEO provided an update regarding bird collisions at the King City branch. Deterrence decals have been installed, but only on windows accessible using a ladder. The north and west-facing windows on the second level will require using a lift, which could cost upwards of \$750/day to rent. Currently, Facilities does not have funding available for this expense.</p> <p>Staff have requested a quote from Curbex, the company that provided wayfinding signage for our branches, to determine cost of affixing window decals on a larger scale using third party.</p>

## 9.2 Departmental Activity Report – Merged

Manager of Engagement and Connection Kelley England delivered a presentation on the Valuing Ontario Libraries Toolkit (*VOLT*). *VOLT* measures and communicates the value of libraries to the community by calculating the social return on investment using existing data, such as public space, collection costs, and program participation. The services KTPL offered and were used in 2023 produced a social return on investment (SROI) of \$2.69 for each municipal dollar invested in KTPL, or a value of \$205.00 per resident.

The next steps will include triple-checking data accuracy while comparing it to similarly sized library systems using *VOLT*. Findings will be fully presented to the Board in the Fall, and subsequently to Council.

## 9.3 Stats-at-a-Glance – YTD – January to May

The Stats-at-a-Glance for January to May 2024 were presented to the Board. Board members were reminded of the critical role statistics play in library planning and how performance data is often mandatory for grant eligibility and to continue to participate in consortium groups.

### Motion 2024-06-06: Staff Reports – June 2024

*Moved by Irene deGeus, seconded by Rose Grimaldi, that the Board receive the staff reports for information as presented for May 2024. Carried.*

## 10.

### New Business

#### 10.1 Advocacy Committee Update

Advocacy Committee Chair Rose Grimaldi updated the Board on the committee's recent activity. The committee has proposed a fundraising event on November 7<sup>th</sup>, 2024, and has requested an early closure of 5:00 p.m., at the King City branch. The “Celebrate King” event aims to raise \$25,000 through sponsorship packages. Mayor Pellegrini provided the committee with a list of potential donors, and it is anticipated the committee will begin a targeted communication campaign by the end of September.

All funds raised will be used to purchase a noise baffling system, which will incorporate the artwork of local artists into noise-canceling panels. Additionally, a sponsor wall will be added at the branch and will feature plaques with the names of donors.

### Motion 2024-06-07: Advocacy Committee Update

*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 *In-Camera Session* – Personnel matter about an identifiable person**

**Motion 2024-06-08: Board recessed into closed session at 8:10 p.m.**

*Moved by Danielle Donadio, seconded by Rose Grimaldi, that the Board meeting recess into closed session to discuss personnel matters about an identifiable person. Carried.*

**Motion 2024-06-09: Board meeting reconvened at 8:45 p.m.**

*Moved by Councillor Jordan Cescolini, seconded by Rose Grimaldi, that the Board meeting reconvene. Carried.*

**11. Member Announcements**

**11.1 ➤ Patti Skrypek –**

- The 'Comedy in King' event planned for the upcoming Christmas holiday season, has been renamed 'Concert in King'.


**12. Adjournment**

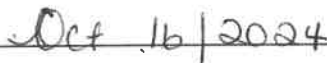
**Motion 2024-06-10: Adjournment**

*Moved by Patti Skrypek, seconded by Rose Grimaldi, that the Board meeting be adjourned. Carried.*

The meeting adjourned at 8:15 p.m.

  
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**Board Chair**

  
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**Chief Executive Officer**

  
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**Date**