



**King Township Public Library Board Meeting**  
**APPROVED MINUTES – March 19, 2024**  
**KING CITY LIBRARY BRANCH**

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

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| 1.  | <b>Call to Order</b><br>Chair Designate Rose Grimaldi called the meeting to order at 6:39 p.m.   |
| 2.  | <b>Approval of the Agenda</b><br><b>Motion 2024-03-01: Board meeting agenda</b><br><i>Moved by Patti Skrypek, 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 – February 20, 2024</b><br><b>Motion 2024-03-02: Board meeting minutes – February 20, 2024</b><br><i>Moved by Councillor Jordan Cescolini, seconded by Irene deGeus, that the Board receive and approve the meeting minutes as presented. Carried.</i>  |
| 4.2 | <b>Approval of the Advocacy and Fundraising Committee meeting minutes – Mar. 8, 2024</b><br><b>Motion 2024-03-03: Advocacy and Fundraising Committee – March 8, 2024</b><br><i>Moved by Mayor Steve Pellegrini, 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>Revised date for October 2024 Board Meeting</b><br>Foreseeing a conflict with the October Council meeting, the CEO proposed the October KTPL Board meeting be moved to October 16, 2024 instead of the originally scheduled date of October 15, 2024.<br><b>Motion 2024-03-04: October 2024 KTPL Board Meeting Date Change</b><br><i>Moved by Caroline Anderson, seconded by Irene deGeus, that the Board agree to move the date of the October KTPL Board meeting to October 16<sup>th</sup>, 2024. Carried.</i> |

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| <b>6.</b>  | <b>Correspondence</b>   |
| <b>6.1</b> | Correspondence Received from the York Region District School Board  |
|            | <p><b>Motion 2024-03-05: Correspondence Received</b></p> <p><i>Moved by Patti Skrypek, seconded by Mayor Steve Pellegrini, that the Board receive the correspondence as presented. Carried.</i></p>   |
| <b>7.</b>  | <b>Reports</b>  |
| <b>7.1</b> | <p><b>Financial Report ending December 31, 2023</b></p> <p>CEO Adele Reid advised that the Financial Report submitted for this meeting, which summarizes the final 2023 financial position and recommended reserve activity, had been reviewed and approved prior to submission to the Board by Finance Committee Chair Michael Tedesco. 2023 ended with a favourable variance, primarily due to staffing vacancies in management positions as well as Bank of Canada interest increases and impact on current reserves held in the Board’s bank account. Mr. Tedesco, as unable to attend this meeting, asked Ms. Reid to ensure that the Board was clear on the status of the Capital projects, especially those carrying forward into 2024. The only 2024 Capital project to carry forward is the work underway to refresh the Nobleton branch. The remaining carry-over, as articulated by the recommended Reserve strategy, were operational projects commenced in 2023 enabled by the favourable surplus.</p> |
|            | <p><b>Motion 2024-03-06: Financial Report ending December 31, 2023</b></p> <p><i>Moved by Caroline Anderson, seconded by Irene deGeus, that the Board receive and accept the Financial Report and Reserve Strategy recommendation for 2023, and that the recommended Reserve Strategy be approved as presented. Carried.</i></p>  |
| <b>8.</b>  | <b>Policy Review and Updates</b>  |
|            | <p><b>Review/Update of Policy #'s BL-01, BL-03, BL-04, BL-05, BL-06, OP-07, OP-11 and OP-13</b></p> <p>The review and update of the aforementioned policies was presented to all Board members by the Policy Committee.</p>   |
|            | <p><b>Motion 2024-03-07: Policy Review and Updates</b></p> <p><i>Moved by Irene deGeus, seconded by Patti Skrypek, that the Board receive the review of policies and accept the changes as recommended and presented by the Policy Committee. Carried.</i></p>  |

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| 9.   | <b>Information</b>   |
| 9.1  | <b>Departmental Activity Report</b>  |
| 9.2  | <p><b>CEO Report – Verbal</b></p> <p>Adele Reid advised the Board of a proposal to move the street lights currently in place just to the west of the King City branch to provide improved access for both the Library/Senior’s Centre facility and the public high school on King Road. This falls under the Region of York, as King Road is a regional route. Ms. Reid provided the Board with current images associated with the proposal, showing the east entrance of the current parking lot widened and controlled by traffic lights. Mayor Pellegrini advised that he and Councillor Cescolini have been requesting this change given continued concerns brought to their attention about the difficulty leaving the lot. The Region is currently in discussion with York Region District School Board about the proposal given it will require changes to the King City Secondary School property. Ms. Reid advised that as parking capacity is already an issue with the lot serving KTPL, she will emphasize maintaining at least the current number of spaces as this project evolves.</p> <p>Kelley England provided the Board with an update on recently initiated projects with the business community, displaying a model of a cookie tray insert that Molly’s Market is using Maker Lab resources to develop.</p> <p>Ms. Reid reminded the Board of the importance of responding in a timely manner to meeting attendance requests, as the responses drive how the Board meeting will be held and consequent preparation by staff.</p> |
|      | <p><b>Motion 2024-03-08: Staff Reports – February 2024</b></p> <p><i>Moved by Mayor Steve Pellegrini, seconded by Patti Skrypek, that the Board receive the staff reports for information as presented for March 2024. Carried.</i></p>  |
| 10.  | <b>New Business</b>  |
| 10.1 | <p><b>Advocacy and Fundraising Committee Update</b></p> <p>Advocacy and Fundraising Committee Chair Rose Grimaldi provided a status update and a review of items the committee has been actively working on since its inception. Members have continued to further define the purpose and objectives of the committee, developing guidelines and templates, all while seeking to build a successful and sustainable committee. With many projects and fundraising opportunities, it was decided the first campaign would support resolving the acoustical/sound issues at the King City Library branch, more specifically in the area of the central staircase.</p> <p>The committee has agreed to pursue a joint venture with Art Society King, which includes putting a call out to local artists with the theme of “Celebrating King”. Once selected, the winning artists’ submissions will be displayed on customized acoustical panels that will</p>  |

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|            |             | <p>both beautify the bulkhead walls on the central staircase, while absorbing and diffusing the sound from the lower level.</p> <p>These acoustical artwork panels, as well as the inception of a Donor's wall, is the motivation behind the 'Wine &amp; Cheese' fundraiser the committee has planned for Thursday, November 7<sup>th</sup>, 2024. Details of the event will be reviewed with the Board in future meetings.</p>                                  |
|            |             | <p><b>Motion 2024-03-09: Advocacy and Fundraising Committee Update</b></p> <p><i>Moved by Patti Skrypek, seconded by Irene deGeus, that the Board receive the Advocacy and Fundraising Committee update as presented. Carried.</i></p>   |
| <b>11.</b> |             | <b>Member Announcements</b>  |
|            | <b>11.1</b> | <p>➤ <b>Patti Skrypek –</b></p> <ul style="list-style-type: none"> <li>○ The next Yuk Yuk's Comedy Night fundraiser event will be held on March 22, 2024 @ Kingsbridge Centre, in support of 'Christmas in King'.</li> <li>○ Art Society King will be holding its annual Studio Tour King on April 6<sup>th</sup> &amp; 7<sup>th</sup>, from 10 a.m. to 4 p.m. The Studio Tour will include 28 artists in 8 different locations across King Township.</li> </ul> |
| <b>12.</b> |             | <b>Adjournment</b>   |
|            |             | <p><b>Motion 2024-03-10: Adjournment</b></p> <p><i>Moved by Mayor Steve Pellegrini, seconded by Caroline Anderson, that the Board meeting be adjourned. Carried.</i></p> <p>The meeting adjourned at 7:36 p.m.</p>   |

  
 Board Chair

  
 Chief Executive Officer

  
 Date