

Oakville Public Library Board

MINUTES

Date: September 22, 2022

Time: 7:00 p.m.

Location: Council Chamber

Board Members Present: Councillor Haslett-Theall

Steven Bright
Bill Smith
Andrew Cashman

Regrets: Councillor Knoll, Chair
Pankaj Sardana
Susan Fanelli
Savanna Chiblow
Meredith Burke

Staff Present: C. Bell, Commissioner of Community Services
T. Wong, CEO of Oakville Public Library
J. Moncada, Director of Innovation and Integration
S. Dinu, Director of Customer Experience
B. Wiersma, Senior Financial and Policy Analyst
J. Warren, Council and Committee Services

A meeting of the Oakville Public Library Board was held on Thursday, September 22, 2022, in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, commencing at 7:00 p.m.

1. Regrets

There were no regrets for this meeting.

2. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

3. Confirmation of Minutes of the Previous Regular Meeting of the Board

3.1 Minutes of the Regular Meeting of the Board, JULY 28, 2022

3.2 Confidential Minutes of the Closed Session of the Board, JULY 28, 2022

Moved by Councillor Haslett-Theall

Seconded by Bill Smith

That the minutes and the confidential minutes of the regular meeting of the Oakville Public Library Board dated July 28, 2022, be approved.

CARRIED

4. Consent Item(s)

4.1 Oakville Public Library (OPL) Board Key Agenda Items – September 22, 2022

Moved by Andrew Cashman

Seconded by Councillor Haslett-Theall

That the OPL Board Key Agenda Items report be received for information.

CARRIED

4.2 Health and Safety Report – September 22, 2022

Moved by Andrew Cashman

Seconded by Councillor Haslett-Theall

That the Health and Safety report be received for information.

CARRIED

5. Confidential Consent Item(s)

There were no confidential consent items.

6. Discussion Item(s)**6.1 Comprehensive Financial Report at June 30, 2022**

Regarding position vacancies staff noted they are hoping to have more stability by end of year as some part-time positions transition to full-time. It was noted that a portion of surplus funds have been moved to support collections.

Moved by Councillor Haslett-Theall
Seconded by Bill Smith

That the Comprehensive Financial Progress Report as of June 30, 2022, be received.

CARRIED

6.2 Inclusion and Diversity Survey Results

The Board requested information on how racialized individuals are being encouraged to study library science programs. Ms. Wong, CEO OPL noted the Canadian Urban Library Council is working with universities to understand why there are less racialized individuals studying library sciences.

The Board inquired about benchmarks for the survey results and staff noted that they can reach out to CCDI to inquire.

Staff advised that the response rate was 71% which is equivalent to 92 staff. Staff also clarified that the use of acronyms in the report will be clarified.

Moved by Bill Smith
Seconded by Councillor Haslett-Theall

That the Inclusion and Diversity Survey Results report be received for information.

CARRIED

6.3 Library Space Booking Policy – September 22, 2022

The Board suggested that wording around free room usage be clarified, to better provide the public in identifying when and why room access may be free.

Responding to questions from the Board staff advised that there is no security on site, unless it's identified in advance as high risk, security may be required as part of the rental. However, should an issue arise during a rental staff would call the police for support.

Moved by Andrew Cashman
Seconded by Bill Smith

That the Library Space Booking Policy be received for feedback.

CARRIED

6.4 Accessibility Policy – September 22, 2022

Moved by Councillor Haslett-Theall
Seconded by Meredith Burke

That the Accessibility Policy be approved

CARRIED

6.5 2022 CEO Goals- Q3 Update – September 22, 2022

Moved by Councillor Haslett-Theall
Seconded by Andrew Cashman

That the 2022 CEO Goals – Q3 Update report be received for information.

CARRIED

6.6 CEO Update – September 22, 2022

The Board requested that the library submit content for the Council newsletters.

Moved by Bill Smith
Seconded by Councillor Haslett-Theall

That CEO Update report be received for information.

CARRIED

6.7 Electronic Monitoring Policy

Moved by Bill Smith

Seconded by Councillor Haslett-Theall

That the Electronic Monitoring Policy (Appendix A) be approved.

CARRIED

7. Confidential Discussion Item(s)

There were no confidential discussion items.

8. New Business

8.1 Request for Leave of Absence

Staff advised that an update on the downtown cultural hub will be provided at the October meeting.

Moved by Councillor Haslett-Theall

Seconded by Andrew Cashman

That the request from Board member Susan Fanelli for a three month leave of absence be approved.

CARRIED

9. Date and Time of Next Meeting

Thursday, October 27, 2022

Oakville Municipal Building

Council Chamber - 7:00 p.m.

10. Adjournment

Moved by Bill Smith

Seconded by Meredith Burke

That this meeting be adjourned.

CARRIED

The meeting adjourned at 7:48 p.m.