

3. Declarations of conflict of interest: None

6:10pm

4. 2023 New Library Board Elections: (Elections Background & Guidelines and Summary Worksheet)
(10 mins)

Acting Chair R. Taylor relinquished the role of Chair to CEO T. Kyle to conduct the Library Board election process

T. Kyle provided new Board members with an overview of the election process

Chair

- T. Kyle called for nominations from the floor
- R. Taylor nominated herself for Chair
- A second call for nominations
- M. Ben nominated N. Russell for Chair
- N. Russell declined the nomination
- A third call for nominations with no further nominations
- T. Kyle called for a vote and R. Taylor was unanimously acclaimed as Chair

Vice-Chair (if required)

- T. Kyle called for nominations from the floor
- Councillor Vicente nominated M. Ben as Vice-Chair
- M. Ben accepted the nomination
- A second call for nominations with no further nominations
- A third call for nominations with no further nominations
- T. Kyle called for a vote and M. Ben was unanimously acclaimed as Vice-Chair

T. Kyle passed the Chair back to R. Taylor to continue the meeting.

6:16pm

5. Adoption of Minutes: May 23, 2023

Received

Motion to adopt minutes moved by M. Ben

Seconded by C. Hough

CARRIED

6:17pm

6. Presentations

- a) 2023 Q1 Workplan Report Card and KPI Update presented by T. Kyle, CEO and A. Clarke, Coordinator, Performance Measures and Data (15 mins)

T. Kyle and A. Clarke provided an overview of the workplan report care and the updated KPI's
N. Russell asked how measurements for qualitative measures are determined in a quantitative manner
T. Kyle explained the process of how the percentages are calculated
N. Russell asked if there are any implications in the move from physical to digital collections
T. Kyle advised that there has been shift of resources and funds over the last 10 years to accommodate a shift in borrowing patterns
He explained that there are some restrictions with digital purchasing imposed by the publishers in the form of fees and restricted borrowing and downloads
There is still a strong demand for physical media with a large portion of the budget assigned to children's books
N. Dhaliwal requested clarity re: the qualitative assessment and if the process could be shared
T. Kyle advised that the more detailed percentages are weighted to the key results which could be shared in future presentations
C. Hough commented that the senior population may prefer a physical book
T. Kyle agreed that there is still a high demand for physical media
M. Ben asked about the expanded partnership programs
T. Kyle and S. Uttangi advised that there are challenges with the reduction of space with the closing and relocation of the Chinguacousy branch and that there will be a reassessment once all moves are completed
Received

Motion to receive the 2023 Q1 Workplan Report Care and KPI Update moved by N. Dhaliwal
Seconded by A. Singh
CARRIED

7:00pm

7. Items Arising from Minutes

a) Chinguacousy Branch Update (10 mins)

T. Kyle provided an overview of the report

He advised that work is progressing at the Ski Chalet with a target completion at the end of July
Collections, programs and services will be minimized to computer usage and holds pick-up at Chinguacousy starting next week

R. Tailor asked about the staffing implications of downsizing to the Ski Chalet

T. Kyle advised that there are no impacts to the overall number of staff and that $\frac{2}{3}$ of staff will be transferred to the Ski Chalet with the remaining $\frac{1}{3}$ designated to the new 9th branch

D. Jones asked about the transition planning for programs to the Ski Chalet

T. Kyle advised that there is no formally scheduled programming planned for the remainder of 2023 due to very limited space constraints at the Ski Chalet

Planning is in progress for flexible programming based on customer numbers with more information to be shared once the Ski Chalet is opened and the use of space is better determined

Motion to adopt the Chinguacousy Branch Update moved by D. Jones
Seconded by C. Hough

CARRIED

7:07pm

8. New Business

- a) 2024 Preliminary Budget Discussion (15 mins)

J. Simone provided an overview of the report

Received

Motion to receive the 2024 Preliminary Budget Discussion moved by A. Singh

Seconded by C. Hough

CARRIED

- b) Urban Community Hubs Council Workshop (10 mins)

Received

Motion to receive the Urban Community Hubs Update moved by C. Hough

Seconded by N. Russell

CARRIED

- c) Summer Board Meetings (10 mins)

Received

T. Kyle recommended that there be ongoing meetings with the Chair and Vice-Chair

The Board agreed to the recommendation

Motion to receive report and adopt recommendation moved by A. Singh

Seconded by C. Hough

CARRIED

9. Standing Items

- a) 2023 Strategic Workplan & KPI's including IDEA Update (next update in Sept)

10. Information Items

(No time has been allocated to these items as they are information items only. Items must be moved to active Agenda for discussion in Agenda Item #2)

- a) 2022 Final Audited Financial Statements

Received as part of the agenda approval

- b) Operational Highlights Report

Received

R. Taylor highlighted the Local Author's Showcase, Walk with Amal, MakerFest and other programs with sincere thanks

- c) Marketing & Communications Update - June 2023

Received as part of the agenda approval

7:35pm

Motion to move to Executive Session moved by: CH, DJ Carried

11. Executive Session (30 mins)

- a) Approval of Executive Session Minutes
- b) Proposed or pending acquisition or disposition by the Board
- c) Personal matters about an identifiable individual

8:35pm

12. Adjournment

Motion to adjourn meeting moved by N. Dhaliwal

Seconded by M. Ben

CARRIED

Upcoming Meetings:

(via [Zoom Call](#) unless otherwise indicated)

September 26, 2023

October 24, 2023

November 28, 2023

December - TBD