

## MINUTES

**Present:** Janet Manning (Chair); Paula Civiero (Vice-Chair); David Betty; Jacqueline lafrate; Sheralyn Roman; Catherine Jackson

**Staff:** Colleen Lipp – CEO | Chief Librarian; Anna Fitzcharles, Administrative Assistant; Mary Maw, Manager, Communications and Community Development; Samantha Dillane, Branch Manager, Southfields Village Branch, Public Service; Kelley Potter, Director, Public Service

**Absent:** Brenda Clark, Councillor Tony Rosa, Councillor Christina Early

*Note: This meeting was conducted electronically*

### 1. The Chair called the meeting to order at 6:02 PM

#### 2. Indigenous Acknowledgment

*As we gather, we are reminded that the Caledon Public Library sits on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. In particular we acknowledge the territory of the Huron-Wendat, and Haudenosaunee peoples.*

*We acknowledge the cultural injustices of the past and express our collective hope for full truth and reconciliation in the future.*

*On this day our meeting place is home to many Indigenous peoples (First Nations, Métis and Inuit) from across Turtle Island (North America).*

*We are grateful to have the opportunity to work on this land, and by doing so, we give our respect to its first inhabitants.*

### 3. Apologies for non-attendance: Brenda Clark, Councillor Tony Rosa, Councillor Christina Early

#### 4. Approval of the Agenda

**Motion:** That the Caledon Public Library Board approve the agenda as amended.

**Moved:** Jacquelyn lafrate

**Seconded:** David Betty

**Carried.**

### 5. Disclosure of pecuniary interest: none

#### 6. Presentations

- a. 2021 Annual Report Video – Mary Maw, Manager, Communications and Community Development.

Mary Maw shared the Annual Report Video with the Board.

**Motion:** That the Caledon Public Library Board receive and approve the Annual Report Video.

**Moved:** David Betty

**Seconded:** Sheralyn Roman

**Carried.**

**b. Southfields Village Branch Update – Samantha Dillane, Branch Manager, Southfields Village Branch, Public Service**

Samantha Dillane, shared the first eighteen (18) months of Operation of the Southfields Village Branch Presentation, with the Board.

**Motion:** That the Caledon Public Library Board receive the prepared report on the first eighteen (18) months of operation of the Southfields Village Branch

**Moved:** Catherine Jackson

**Seconded:** Sheralyn Roman

**Carried.**

**7. Consent Agenda**

**a. Minutes of the March 21<sup>st</sup>, 2022 meeting**

**b. Monthly Strategic Actions Update**

**c. Correspondence**

**i. Caledon Public Library correspondence to Council re: OLA/FOPL Provincial Budget Priorities – April 4, 2022**

**Motion:** That the Caledon Public Library Board receive all reports and correspondence within the consent agenda.

**Moved:** Catherine Jackson

**Seconded:** Jacquelyn Iafrate

**Carried.**

**8. Business arising from the minutes: none**

**9. Staff Reports**

**a. Treasurer's Report and Financial Statements**

**Motion:** That the Caledon Public Library Board receive the Treasurer's Report and related monthly financials.

**Moved:** Paula Civiero

**Seconded:** Jacquelyn Iafrate

**Carried.**

**b. Quarterly Performance Measures and Statistics – Q1 2022**

**Motion:** That the Caledon Public Library Board receive the Quarterly Performance Measures and Statistics – Q1 2022

**Moved:** Paula Civiero

**Seconded:** David Betty

**Carried.**

**c. Strategic Evaluation and Assessment Report**

**Motion:** That the Caledon Public Library Board approve and adopt the revised Strategic Assessment and Evaluation Plan.

**Moved:** David Betty

**Seconded:** Sheralyn Roman

**Carried.**

**d. Fundraising and Gift Acceptance Policy Plan Report**

**Motion:** That the Caledon Public Library Board approve and adopt the revised Fundraising and Gift Acceptance Policy, as amended.

**Moved:** David Betty

**Seconded:** Jacquelyn Iafrate

**Carried.**

**e. The Library and Political Elections Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the revised and renamed policy regarding the Library and Political Elections, as amended.

**Moved:** David Betty

**Seconded:** Paula Civiero

**Carried.**

**10. Board and Committee Reports**

**a. Advocacy and Fundraising Committee Minutes of March 28, 2022**

**i. The Role of the Board in Advocacy and Lobbying – OLS**

**Motion:** That the Caledon Public Library Board receive the Advocacy and Fundraising Committee Minutes of March 28, 2022; and, The Role of the Board in Advocacy and Lobbying – OLS Report.

**Moved:** Catherine Jackson

**Seconded:** Sheralyn Roman

**Carried.**

**11. New Business:** none

**12. Board Work Plan**

**a. 2022 Board Work Plan Review**

**Motion:** That the Caledon Public Library Board receive and approve the annual 2022 Work Plan.

**Moved:** Sheralyn Roman

**Seconded:** Jacquelyn Iafrate

**Carried.**

**13. Public Question Period:** No members of the public were present.

**14. Upcoming Events and Development Opportunities**

a. Board Transition: Succession Planning for Public Libraries – OLS Webinar – Friday, April 29, 2022 12-1 PM

**15. Time of next regular meeting:**

a. Monday, May 16, 2022, 6:00 PM – Southfields Village Branch/Hybrid Model

**16. Adjournment**

**Motion:** That the meeting adjourn.

**Moved:** Jacquelyn Iafrate

**Seconded:** Catherine Jackson

**Carried.**

The meeting adjourned at 7:40 PM

---

**Janet Manning**  
Chair

---

**Colleen Lipp**  
CEO | Chief Librarian