

## MINUTES

- Present:** Tony Maxwell (Chair); Jacqueline Iafrate (Vice-Chair); Nicholas Alleyne, Laura Brady; Councillor Cosimo Napoli; Councillor Dave Sheen
- Staff:** Colleen Lipp – CEO | Chief Librarian; Anna Fitzcharles, Administrative Assistant; Kelley Potter, Director, Public Service; Roop Sandhu, Director, Corporate Services and Projects
- Absent:** Mary Juric, Scott Goodison

*Note: This meeting was conducted at the Southfields Village Branch*

### 1. The Chair called the meeting to order at 6:05 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: Mary Juric, Scott Goodison

### 4. Approval of the Agenda

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

**Moved:** Laura Brady

**Seconded:** Nicholas Alleyne

**Carried.**

### 5. Disclosure of pecuniary interest: None.

### 6. Consent Agenda

- a. Minutes of the December 18, 2023, meeting
- b. Treasurer's Report and Financial Statements
- c. Strategic Actions Update

**d. Correspondence**

**The following items were held for further discussion:**

- a. CEO/Chief Librarian's Report**
- b. Quarterly and Year End Performance Measures and Statistics 2023**

**Motion:** That the Caledon Public Library Board receive all items remaining within the consent agenda.

**Moved:** Nicholas Alleyne  
**Carried.**

**Seconded:** Jacqueline Iafrate

**Motion:** That the Caledon Public Library Board receive the CEO/Chief Librarian's Report, and;

That the Caledon Public Library Board direct the CEO/Chief Librarian to draft correspondence to Council and the Municipal Clerk, sharing the Board's concerns regarding the recently approved changes to Schedule B of the Procedural By-law and requesting that the Library Board be exempt from the resulting changes to Council appointments as a means of ensuring continued alignment with the Public Libraries Act.

**Moved:** Jacquie Iafrate  
**Carried.**

**Seconded:** Laura Brady

**Motion:** That the Caledon Public Library Board receive the Quarterly and Year End Performance Measures and Statistics 2023.

**Moved:** Nicholas Alleyne  
**Carried.**

**Seconded:** Laura Brady

**7. Business arising from the minutes:**

**a. Annual Board Assessment Feedback**

The Chair thanked the Board members for completing the assessment survey and commended the CEO/Chief Librarian for her efforts to onboard the new members of the Board.

**Motion:** That the Caledon Public Library Board receive the Annual Board Assessment.

**Moved:** Laura Brady  
**Carried**

**Seconded:** Jacquie Iafrate

**8. Staff Reports**

**a. 2023 Strategic Action Year-End Status Report**

**Motion:** That the Caledon Public Library Board receive the Strategic Action 2023 Year-End Status Report.

**Moved:** Nicholas Alleyne  
**Carried.**

**Seconded:** Councillor Dave Sheen

**b. Operational Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the revised Operational Policy.

**Moved:** Councillor Dave Sheen  
**Carried.**

**Seconded:** Laura Brady

**c. Privacy Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the revised Privacy Policy.

**Moved:** Nicholas Alleyne

**Seconded:** Laura Brady

**Carried.**

**d. Planning Policy Report**

**Motion:** That the Caledon Public Library Board approve and adopt the Planning Policy;

That the Caledon Public Library Board approve the formation of an Ad Hoc Planning Committee to be comprised of both members of the Board and the Library Management Team, with Board representation to be confirmed at the March meeting; and,

That the Caledon Public Library Board delegate authority for selecting a consultant to support the strategic planning process to the CEO/Chief Librarian.

**Moved:** Jacquie Iafrate

**Seconded:** Nicholas Alleyne

**Carried.**

**9. New Business: None**

**10. Board Work Plan**

**a. 2024 Work Plan Review**

**Motion:** That the Caledon Public Library Board receive and approve the revised 2024 Work Plan.

**Moved:** Laura Brady

**Seconded:** Councillor Dave Sheen

**Carried.**

**11. Board Advocacy and Development**

**a. Upcoming Advocacy or Development Opportunities**

i. Budget Presentation to Council – Town Hall/Hybrid – Wednesday, January 17, 2024, 2:30 PM

ii. General Committee Budget Meeting - Town Hall/Hybrid – Tuesday, February 20, 2024, 2:30 PM

iii. Council Budget Meeting - Town Hall/Hybrid – Tuesday, February 27, 2024, 7PM

**12. Public Question Period:** no members of the public were present.

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

**a. Monday, March 18, 2024, 6:00 PM**

**14. Adjournment**

**Motion:** That the meeting adjourn.

**Moved:** Nicholas Alleyne

**Seconded:** Laura Brady

**Carried.**

The meeting adjourned at 8:00 PM

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**Tony Maxwell**  
Chair

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**Colleen Lipp**  
CEO | Chief Librarian