

MINUTES

Present: Tony Maxwell (Chair); Jacqueline Iafrate (Vice-Chair); Nicholas Alleyne, Laura Brady, Scott Goodison, Mary Juric; Domenic Maggi; Councillor Cosimo Napoli

Staff: Colleen Lipp – CEO | Chief Librarian; Anna Fitzcharles, Administrative Assistant; Kelley Potter, Director, Public Service; Roop Sandhu, Director, Corporate Services and Projects, Amandip Dhami, Branch Manager, Public Service; Natalie Spaan, Branch Manager, Public Service.

Absent: Councillor Dave Sheen

Note: This meeting was conducted at the Albion Bolton Branch

1. The Chair called the meeting to order at 6:01 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: Councillor Dave Sheen

4. Approval of the Agenda

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

Moved: Scott Goodison

Seconded: Nicholas Alleyne

Carried.

5. Disclosure of pecuniary interest: None.

6. Presentations

a. Branch Operations Overview – Amandip Dhami, Branch Manager, Public Service; Natalie Spaan, Branch Manager, Public Service; Kelley Potter, Director, Public Service.

The members of the Public Service Leadership Team provided an overview of branch operations, facility improvements and trends in use. Performance metrics, as collected during 2023, were also highlighted.

b. Branch Operations Overview Report

Motion: That the Caledon Public Library Board receive the Branch Operations Overview Report.

Moved: Mary Juric

Seconded: Scott Goodison

Carried.

7. Consent Agenda

a. Minutes of the January 15, 2024 meeting

b. Treasurer's Report and Financial Statements

c. Strategic Actions Update

d. Correspondence

i. Town Council re: changes to Council representation – January 18, 2024

The following items were held for further discussion:

a. CEO/Chief Librarian's Report

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

Moved: Nicholas Alleyne

Seconded: Laura Brady

Carried.

Motion: That the Caledon Public Library Board receive the CEO/Chief Librarian's Report.

Moved: Laura Brady

Seconded: Jacquie lafrate

Carried.

8. Business arising from the minutes:

a. Planning Policy and Action Plan Report

Motion: That the Caledon Public Library Board empower the CEO/Chief Librarian and the Board's Council representatives to seek the guidance of Town staff in drafting a notice of motion to Council to fund the full 4-year Strategic Plan Capital Project (24-030) from the Library's 2023 operating year-end favourable variance;

and,

That the full Board be engaged and informed as need be.

Moved: Laura Brady

Seconded: Scott Goodison

Carried.

9. Staff Reports

a. CPL Board By-Laws Report

Motion: That the Caledon Public Library Board repeal the previous By-Law, last revised March 21, 2022; and,

That the Caledon Public Library Board approve and adopt the newly revised Caledon Public Library Board By-law and Appendices.

Moved: Nicholas Alleyne

Seconded: Mary Juric

Carried.

b. Annual Board Assessment Policy Report

Motion: That the Caledon Public Library Board approve and adopt the Annual Board Assessment Policy.

Moved: Laura Brady

Seconded: Jacquie lafrate

Carried.

c. Rights and Safety of Children and Teens in the Library Report

Motion: That the Caledon Public Library Board approve and adopt the revised Rights and Safety of Children and Teens in the Library as corrected.

Moved: Jacquie lafrate

Seconded: Nicholas Alleyne

Carried.

d. Town of Caledon Health and Safety Policy Statement Report

Motion: That the Caledon Public Library Board receive and adopt the Town of Caledon Health and Safety Policy Statement.

Moved: Mary Juric

Seconded: Laura Brady

Carried.

10. Board and Committee Reports

a. CPL Board Advocacy and Fundraising Committee Meeting Minutes – March 11, 2024

Motion: That the Caledon Public Library Board receive the minutes of the CPL Board Advocacy and Fundraising Committee Meeting.

Moved: Mary Juric

Seconded: Nicholas Alleyne

Carried.

11. CLOSED SESSION

Motion: That the Caledon Public Library Board move into closed session for the purpose of discussing the following:

- a. Confidential Report re: Personal matters about an identifiable individual – Termination of employment contract.
- b. Confidential Report re: Personal matters about an identifiable individual – CEO/Chief Librarian Annual Performance Appraisal and Compensation.

Moved: Jacquie lafrate

Seconded: Mary Juric

Carried at: 8:20 PM

All those in attendance other than the Board and the CEO/Chief Librarian were moved to the waiting room so that the Board may enter into closed session.

16. Time and location of next regular meeting:

a. Monday, April 15, 6:00 PM – Southfields Village Branch

17. New Business: All those in attendance expressed their appreciation to Kelley Potter, Director, Public Service, for her many contributions to the Caledon Public Library and the community and wishing her all the best for her upcoming retirement.

18. Adjournment

Motion: That the meeting adjourn.

Moved: Scott Goodison

Seconded: Nicholas Alleyne

Carried.

The meeting adjourned at 9:03 PM

Tony Maxwell
Chair

Colleen Lipp
CEO | Chief Librarian