

*Minutes for Shelburne Public Library Board Meeting
Tuesday, November 16, 2021*

Present: Geoff Dunlop Shane Hall Paul Barclay
 James Hodder Gail Little Margaret Mercer
 Patricia Clark

Also Present: Rose Dotten, CEO/ Head Librarian, and Gord Gallaugh, Treasurer

Regrets: Mikal Archer, Sharon Martin

The participants met on-line through the Zoom platform due to the COVID-19 Pandemic.

The Chair, Geoff Dunlop, called the meeting to order at 7:00 P.M. and stated some guidelines for the meeting.

- a) Participants were to mute themselves when not speaking. Rose/Geoff to stay unmuted to recognize members.
- b) Participants were to raise their hands to ask questions or comment and wait to be recognized.
- c) Participants were to raise their hands to vote on motions.

Motion 51-21 M. Mercer, S. Hall

In accordance with a previous motion approved by the SPL Board that members can participate in a virtual meeting;

Be it resolved that the Board now hold a virtual meeting for all board members not able to be physically present due to COVID-19 restrictions.

Carried

Motion 52-21 J. Hodder, P. Clark

Be it resolved that we approve the Agenda, as amended, of the November 16, 2021, meeting.

Carried

Motion 53-21 G. Little, P. Barclay

Be it resolved that we approve the minutes, as amended, of the board meeting dated October 19, 2021.

Carried

Motion 54-21 P. Barclay, G. Little

Be it resolved that we approve the Accounts Payable Register for October, 2021, with invoices and payments in the amount of \$30,456.03.

Carried

CEO/ Head Librarian's Report:

- **Statistics—including Social Media and e-resources**

Since we are using both curbside and in-house systems and e-resources, we have developed a different format for reporting our statistics. Attached is a summary of the Monthly Statistics for November, 2021.

As seen in the statistics presented, we have an extensive email list (approximately 2,500) of our adult Newsletter and Rose consistently has the Newspaper article in the Shelburne Free Press... thanks to their support.

- **Programming**

- **Children's Programming**

Our children's programming continues with Story time and crafts on Friday morning. Families pick up a bag containing the craft materials for the month at curbside along with their books. We also post new Lego Challenges for children every Wednesday and encourage interaction through social media. On Thursday nights, we have Sleepy Story time.

- **Teen Programming**

For the Teens, we have a weekly Make and Take Video and craft supplies to make the craft. The "Craft Supply" bags are also distributed monthly and include all the supplies necessary to make the crafts.

- **Adult Programming**

Jade and Rose are featured in a Video clip every Wednesday. They outline some new aspect of the library resources and talk about two books they have read during the week. There is also a continuing adult reading Challenge on Beanstack.

Steve Anderson presented his book *Driven to Success*, in a virtual and on-site meeting presented by both the Shelburne Public Library and the Orangeville Public Library. It was held on Wednesday, October 20, 2021, from a link on the library website. Steve Anderson has written his memoirs about his journey from growing up in the Jane-Finch corridor to his current role as Legal Counsel for the TTC in Toronto and as Deputy Mayor of Shelburne. Copies of his book are for sale in the Shelburne Public Library.

Steve also did an extensive interview with Rose which is featured on our You Tube Channel.

Business

- **Draft 2022 Budget**

The draft 2022 Budget was presented to the board. Gord Gallagher, the Treasurer, was present at the meeting to answer any questions that the board had. The staff was very pleased to be able to present a budget with an under 2% budget increase and subsequent costs to the municipalities of 1.57%.

Motion: 55-21 S. Hall, G. Little

Be it resolved that the SPL Board approves the 2022 Budget in the amount of \$443,800.

Carried

- **Ongoing Library Protocols** - Discussion ensued about the issues of mandatory vaccinations for staff. The Board decided that this would be best carried forward as an agenda item for next month as we look at what Dufferin County and the other municipalities are implementing. It is important for our patrons and citizens to have a consistent policy in place. We now have the Town of Shelburne policy in hand and the CEO will present a document for board decision at the next meeting.

As to whether we will be required to ask patrons to be fully vaccinated, the provincial protocols do not mandate this for Public Libraries except for events and meetings.

Motion 56-21 P. Clark, J. Hodder

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

Be it further resolved that the SPL Board approve the recommendation to continue and maintain current staffing as modified by the CEO;

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on December 21, 2021.

Carried

- **Donor Sign**

Rose presented a very rough draft of a possible sign to be placed in the library showing names of donors over the past 3 years. Rose also pointed out some of the issues that could arise from such a list, such as donors not wanting their names on the sign, etc.

Rose has undertaken to call all donors to ensure that the name on the Donor Sign reflects their wishes.

- **Land Acknowledgement**

Several board members brought forward the issue of reading a Land Acknowledgement before each meeting. Discussion ensued as to whether we should use the acknowledgement the Town of Shelburne uses. Rose will get that information from Jennifer Willoughby at the town office. Shane Hall will also facilitate this. The question arose as to whether the acknowledgement needed to be read at the beginning of each meeting. The board decided that it would be the appropriate action to take.

The following is the Land Acknowledgement that is read at the Town of Shelburne Council meetings:

“We would like to acknowledge the traditional territory of the Anishinaabe including the Ojibway, Potawatomi and Chippewa and the People of the Three Fires Confederacy.”

- **In Camera session -- Not required**

Motion 57-21 M. Mercer, G. Little

That we now adjourn at 8:28 p.m., to meet again December 21, 2021, at 7 pm., or at call of the Chair.

Carried