



WASAGA BEACH PUBLIC LIBRARY BOARD

**Library Board Meeting Minutes
Monday, July 15, 2019 at 7:00 p.m.
Library Boardroom**

ATTENDANCE: David Gross, Deborah Grant, Lorraine Gruzuk, Dan Trafford, Didi DaSilveira, Rosanna Vryvogel, Jody Mayhew, Nancy Donnelly

REGRETS: David Foster, James Kowbel

STAFF: Pamela Pal, Brittany Pampalone

1. CALL TO ORDER:

RESOLUTION #098-19

Moved by: D. DaSilveira **Seconded by:** D. Gross

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board opened at 7:00 p.m.

2. APPROVAL OF AGENDA

RESOLUTION #099-19

Moved by: D. DaSilveira **Seconded by:** N. Donnelly

BE IT RESOLVED The Wasaga Beach Public Library Board approve the Agenda as CIRCULATED.

CARRIED

3. DELEGATIONS/SPEAKERS

3.1 Town Treasurer- Jocelyn Lee- Changes to Bill 108

- Jocelyn Lee, Wasaga Beach's Director of Finance and Treasurer, was asked to attend the meeting to explain upcoming changes to Bill 108. The provincial government is in the process of making changes to the way development charges are paid by developers. The purpose of the changes is to try to stimulate the building of affordable housing. Rather than use the former set fees based on the type of structures being built, development charges will be allocated based on the developed land's value. A fee structure has yet to be determined, but more information is expected to be made available at the end of August.
- Previously, the development charges allocated for the library could be reserved for future development. Current information about Bill 108 indicates that DC funds will have to be spent by the end of each fiscal year. This change would prevent the library from saving the funds for large capital projects.

4. DECLARATION OF PECUNIARY CONFLICT OF INTEREST

None declared.

**5. ADOPTION OF MINUTES:
RESOLUTION #100-19**

Moved by: L. Gruzuk

Seconded by: D. DaSilveira

BE IT RESOLVED THAT that the minutes of the **June 17, 2019** meeting be adopted as AMENDED.

CARRIED

6. BUSINESS ARISING

- There was no business arising from the previous minutes.

7. FINANCIAL REPORT:

7.1 APPROVAL OF PAYMENT OF ACCOUNTS

RESOLUTION #101-19

Moved by: N. Donnelly

Seconded by: D. Trafford

BE IT RESOLVED THAT that the Wasaga Beach Public Library Board approves the Cheque, PAP, and EFT Register as presented.

CARRIED

7.2 STATEMENT OF OPERATIONS:

- The Statement of Operations was approved.

7.3 BUSINESS ARISING: FINANCIAL REPORTS

- There was no business arising from the financial reports.

8. REPORT FROM

8.1 Board Chair

- D. Grant discussed the two large events that the library participated in; the Golf Tournament (June 21) and the Summer Kick-Off Party (June 28). She thanked both the Board and the library staff for their time, assistance, and energy in making these events a success.

8.2 CEO

- P. Pal also thanked the Board for their efforts in assisting with the tournament and the Summer Kick-Off Party. Board members were instrumental in providing attendees with a BBQ lunch.
- There are a number of recent staffing changes in the library: following a contract with the Town's Events Department, Cathy Turrie has returned to her former position of Child and Youth Program Coordinator; Sonia Kania started at the library on June 10 as the Summer Program Assistant; Library Assistant Alexandra Noble has assumed a contract position at the Youth Centre (she will return December 20, 2019); and Jake Marion resigned from the Public Services Coordinator position for a new job in Alberta.

- The Friends of WBPL have donated \$4,500 to the library for the creation of a new outdoor programming space. Sail shades have been installed and additional furnishings and features will be added to the library's "outdoor classroom" through the summer.
- The library recently ran a "Name the Gecko" contest to give the library's new pet a new moniker. More than 113 names were submitted for consideration by library visitors. Library Board members and staff will vote on a selection of finalists with the winner revealed the third week of July.
- D. Trafford inquired about the Little Free Library Bookhouses around the community. He felt that they would be well received in additional subdivision developments in Wasaga Beach. He would like to work with the library to help build, install and maintain additional Little Free Library Bookhouses.
Action: P. Pal will speak with the CAO, Director of Public Works, the Wasaga Beach Woodworkers, and the library's designated bookhouse volunteer to determine the feasibility of creating additional bookhouses in 2020.

8.3 Committees

- No committee reports.

9. CORRESPONDENCE

- The new Minister of Tourism, Culture and Sport, Lisa MacLeod, responded to the Board's letter regarding the funding cuts that have resulted in the cessation of interlibrary loan (ILLO) delivery services. Minister MacLeod indicated that she believes that supplying libraries with a reimbursement for postal fees will enable this important service to continue.

10. FOLLOW UP BUSINESS

10.1 Library Build Golf Tournament Fundraiser Update

- D. Grant and D. DaSilveira attended a celebratory barbeque with the New Library Build Golf Tournament Fundraiser volunteer committee members. Hosted by committee members and event sponsors, Alex and Sandy Smardenka, the event was an informal get together. Information about the funds raised will be addressed at a later meeting. D. Grant sent an email to Lisa McClintock as Golf Fundraising Committee Chair, thanking the committee for their time, organization and efforts. She utilized the letter as an opportunity to remind the Chair of the terms of the WBPL Third Party Fundraising Policy and the timeline of 90 days for the arrival of the funds raised. This timeline would bring funds to the Town /Library mid to late September 2019.

10.2 Interlibrary Loan Report

- WBPL is relaunching ILLO service on August 1, 2019 for a three month trial to monitor usage and costs involved with the new postal service delivery model. Funds to support the service will be drawn from the library's office and collection maintenance budget lines.
- The VDX system (SOLS online ILLO management site) will limit patron requests to four per month. There will also be a new \$2.00 fine assigned to members who do not pick up their requested items.

10.3 RFP Needs Assessment

- After reviewing the first draft of Request for Proposal for a New Library Program and Servicing Needs Assessment, the Board recommended some minor changes that will be incorporated into a final draft document to be released for tender at the end of July.

11. NEW BUSINESS

11.1 Budget 2020

- Town has initiated the first steps of the 2020 budget.
- P. Pal prompted Board members to consider solutions to alleviate the library's space issues, to help the library improve services while a new facility is being planned and built.
- P. Pal will draft a report outlining potential options including: a bookmobile, portable offices, off-site programming locations, and interior renovations.

12. PRIVATE AND CONFIDENTIAL (IN CAMERA)

RESOLUTION #102-19

Moved by: R. Vryvogel **Seconded by:** D. DaSilveira

BE IT RESOLVED THAT the WBPL board moves in camera to discuss site selection for a new library build.

CARRIED

RESOLUTION #103-19

Moved by: D. DaSilveira **Seconded by:** R. Vryvogel

BE IT RESOLVED THAT the WBPL board moves out of camera from the discussion of site selection for a new library build.

CARRIED

8. Date of the next meeting:

- Monday, August 19, 2019 at 7 p.m.

9. MEETING ADJOURNED:

RESOLUTION #104-19

Moved by: N. Donnelly **Seconded by:** D. Trafford

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board is adjourned at 9:10 p.m.

CARRIED