



Library Board Meeting Minutes

Date: Wednesday, October 16, 2024

Time: 7 p.m.

Location: Admin Boardroom, Central Library

1. **Territory acknowledgement**

The meeting commenced with a territory acknowledgement given by Chair Katherine Andrews.

2. **Call to order**

The regular board meeting of the Kitchener Public Library board was called to order at 7:04 p.m. by Chair Katherine Andrews, in the Admin Boardroom at Central Library.

Trustees present

Chair Katherine Andrews, 2nd Vice Chair Laura Blythe, Bonita Hansra, 1st Vice Chair Margaret Lam, Anjali Misra, Shannon Nicholson, Brandon Van Dam, Clare Wagner

Staff present

Darren Solomon, Secretary-Treasurer and Chief Executive Officer; Kerri Hutchinson, Manager, Marketing and Communications; Kristin Johnson-Perlock, Division Manager, Information Services; Lisa Lawrence, Director, Human Resources; Lorie Lee, Director, Systems and Performance Outcomes; Angela Riddell, Director, Business Services and Infrastructure;

Regrets

Jason Hammond, Councillor Margaret Johnson, Councillor Christine Michaud

3. Pecuniary/conflict of interest declarations

None

4. Agenda review

24-56... On **motion** by Laura Blythe and **seconded** by Anjali Misra, it was **RESOLVED** that the agenda be adopted.

CARRIED

5. Approval of consent agenda items

24-57... On **motion** by Brandon Van Dam and **seconded** by Maggie Lam, it was **RESOLVED** that the consent agenda be approved.

CARRIED

6. Board Updates

a. Finance Committee Updates

Shannon Nicholson, Chair of the Finance Committee, presented the Q3 financial statements in detail.

24-58... On **motion** by Shannon Nicholson and **seconded** by Margaret Lam, it was **RESOLVED** to accept the Q3 Financial Statements as presented.

CARRIED

Angela Riddell, Director of Business Services and Infrastructure, provided an update on the Draft 2025 Operating and Capital budgets. The budgets are subject to approval by the City of Kitchener.

24-59... On **motion** by Shannon Nicholson and **seconded** by Margaret Lam, it was **RESOLVED** to accept the Draft 2025 Operating and Capital Budgets and recommend them to the City of Kitchener for approval.

CARRIED

b. Facilities Planning & Building Committee Updates

Clare Wagner, Chair of the Facilities Planning & Building Committee, shared that the committee had recently met and received an update from staff on the progress at Southwest Community Library. We will host a future board meeting there once the library is open.

Clare Wagner also shared that the Committee reflected on its purpose and value. She noted that while the Committee has done some important work, their work has been limited to specific projects. The Committee agreed that facilities are an important asset of the library, but decisions about facilities should be made by the whole board. The Committee recommended disbanding the standing committee and striking an ad hoc committee when needed in the future.

24-60... On **motion** by Clare Wagner and **seconded** by Brandon Van Dam, it was **RESOLVED** to disband the standing Facilities Planning & Building Committee and establish ad hoc committees as needed, effective January 2025.

CARRIED

c. Public Service & Policy Committee Updates

Brandon Van Dam, Chair of the Public Service & Policy Committee, shared the Draft 2025-2028 Strategic Plan and reflected on the work that went into its development.

Brandon Van Dam noted that Public Service & Policy Committee members have been very engaged throughout the process and are happy with where the plan has landed.

Lorie Lee, Director of Systems and Performance Outcomes, reviewed each section of the draft strategic plan and board members provided feedback. Overall board members were pleased with the new direction. The Public Service & Policy Committee and staff will work to incorporate the Board's feedback and prepare the final draft for Board approval at the November board meeting.

7. New Business

None

8. In-camera session

24-61... On **motion** by Laura Blythe and **seconded** by Anjali Misra, it was **RESOLVED** that the meeting move in-camera per *Public Libraries Act* Section 16.1 (4) (b) personal matters about an identifiable individual, and (d) labour relations or employee negotiations.

CARRIED

24-62... On **motion** by Laura Blythe and **seconded** by Margaret Lam, it was **RESOLVED** to conclude the in-camera session.

CARRIED

9. Adjournment

24-63... There being no further business, on **motion** by Margaret Lam and **seconded** by Brandon Van Dam, it was **RESOLVED** to adjourn the meeting at 8:50 p.m.

CARRIED

Chair

Secretary-Treasurer