



Library Board Meeting Minutes

Date: Wednesday, January 15, 2025

Time: 7 p.m.

Location: Admin Boardroom, Central Library

1. Territory acknowledgement

Given by Chair K. Andrews.

2. Call to order

Called to order at 7:01 p.m. by Chair K. Andrews.

Trustees present

Chair Katherine Andrews, 2nd Vice Chair Laura Blythe, Jason Hammond, Bonita Hansra, Councillor Margaret Johnston, 1st Vice Chair Margaret Lam, Shannon Nicholson, Clare Wagner, Brandon Van Dam (joined at 7:05 p.m.), Councillor Christine Michaud (joined at 7:09 p.m.), Anjali Misra (joined at 7:14 p.m.)

Staff present

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

3. Pecuniary/conflict of interest declarations

None

4. **Agenda review**

25-01... On **motion** by L. Blythe and **seconded** by M. Lam it was **RESOLVED** that the agenda be adopted.

CARRIED

5. **Approval of consent agenda items**

25-02... On **motion** by S. Nicholson and **seconded** by J. Hammond it was **RESOLVED** that the consent agenda be approved.

CARRIED

6. **Chair Update**

As outgoing Library Board Chair K. Andrews shared reflections of the accomplishments of the Library Board in her time as Chair and thanked the Board Members for their work.

K. Andrews relinquished the Chair to CEO D. Solomon to preside pro tempore for the election of officers.

7. **Election of Officers**

D. Solomon clarified the election processes for both appointed and elected positions to reflect what is outlined in the Board By-laws. Board members agreed on the process.

D. Solomon identified B. Van Dam as nominated for the position of Chair and called for further nominations from the floor. No further nominations were received.

25-03... On **motion** by S. Nicholson it was **RESOLVED** that B. Van Dam be nominated to the position of Library Board Chair and declared elected without a vote per Board Bylaws.

CARRIED

D. Solomon identified K. Andrews, L. Blythe and M. Lam as nominated for the position of 1st Vice Chair and called for further nominations from the floor. No further nominations were received.

25-04... On **motion** by A. Misra and **seconded** by C. Wagner it was **RESOLVED** that K. Andrews, L. Blythe and M. Lam be nominated for the position of 1st Vice Chair.

CARRIED

A vote by secret ballot was taken. By a majority of votes, M. Lam was selected for the position of 1st Vice Chair.

D. Solomon identified K. Andrews and L. Blythe as nominated for the position of 2nd Vice Chair. L. Blythe withdrew her nomination. D. Solomon called for further nominations from the floor. No further nominations were received.

25-05... On **motion** by J. Hammond it was **RESOLVED** that K. Andrews was nominated for the position of 2nd Vice Chair and declared elected without a vote per Board Bylaws.

CARRIED

D. Solomon identified S. Nicholson as nominated for the position of Chair of the Finance Committee and called for further nominations from the floor. No further nominations were received.

25-06... On **motion** by M. Lam it was **RESOLVED** that S. Nicholson was nominated for the position of Chair of the Finance Committee and declared elected without a vote per Board Bylaws.

D. Solomon identified B. Van Dam as nominated for the position of Chair of the Public Service Committee. B. Van Dam withdrew his nomination. D. Solomon called for further nominations from the floor. L. Blythe was nominated from the floor. No further nominations were received.

25-07... On **motion** by C. Wagner it was **RESOLVED** that L. Blythe was nominated for the position of Chair of the Public Service and Policy Committee and declared elected without a vote per Board Bylaws.

25-08... On **motion** by S. Nicholson and **seconded** by J. Hammond it was **RESOLVED** that Kitchener Public Library Board elects

- M. Lam to the position of 1st Vice Chair

And asks that the Public Service and Policy Committee propose new language in the Board Bylaws to clarify whether nominated members can participate in election votes.

CARRIED

B. Van Dam assumed the role of Chair of the Library Board for the remainder of the meeting.

8. **Committee Selection**

The Chair of the Library Board is an ex officio member of all committees and the CEO, or designate, is a member of all committees. Board members identified their committee choices follows:

Finance Committee

- S. Nicholson, Committee Chair
- J. Hammond
- B. Hansra
- M. Lam
- B. Van Dam

Public Service and Policy Committee

- L. Blythe, Committee Chair
- K. Andrews
- J. Hammond
- A. Misra
- B. Van Dam

9. **Evolving our brand identity and Strategic Plan design presentation**

K. Hutchinson updated the Board on evolving the library's brand to better achieve accessible design requirements and increase flexibility and efficiency for its use. .

10. **Library lockers and digital membership registration presentation**

M. Clare highlighted the library's new enhanced membership registration process and new library locker service.

11. **Board updates**

a. Deferred from December meeting - Update on Action Plan for Anti-racism and Equity Work for KPL Board

C. Wagner updated the Board on the Action Plan for Anti-Racism and Equity Work and requested feedback. Board members were supportive of the action plan.

25-09... On **motion** by C. Wagner and **seconded** K. Andrews it was **RESOLVED** that the Board receive the Action Plan for Anti-Racism and Equity Work for Kitchener Public Library Board.

CARRIED

12. **In-camera session, per *Public Libraries Act* 16.1 (4) (d) labour relations or employee negotiations**

25-10... On **motion** by L. Blythe and **seconded** by K. Andrews, it was **RESOLVED** that the meeting move in-camera per *Public Libraries Act* 16.1 (4) (d) labour relations or employee negotiations.

CARRIED

25-11... On **motion** by M. Lam and **seconded** by K. Andrews, it was **RESOLVED** to conclude the in-camera session.

CARRIED

13. **New Business**

Chair B. Van Dam thanked K. Andrews for her leadership and shared that he is looking forward to continuing the board's important work in 2025.

14. **Adjournment**

25-12... There being no further business, on **motion** by L. Blythe and **seconded** by A. Misra, it was **RESOLVED** to adjourn the meeting at 8:51 p.m.