

REGULAR MEETING MINUTES

April 20, 2023

A regular meeting of the London Public Library Board was held on the above date at 5:30 p.m. in the Central Public Library Friends of the Library Boardroom with the following present:

From the Board:

B. Allison, S. Collyer, P. Cuddy, S. Desserud, B. Gibson, J. McCall, S. Trosow (virtual)

From Senior Management:

C. Ashby, M. Ciccone, N. Collister, B. Holme, J. Macdonald, A. O'Sullivan, E. Schinbein, E. Sutter

Guests: Katie Den Bok (KPMG, virtual), Melissa Redden (KPMG, virtual) Carmen Sprovieri (Friends of the Library), Cheryl Strickland (Friends of the Library)

Minutes taken by: D. Bumstead

1. Apologies: H. Jack, C. Abraham (staff)

Absent: Z. Hashmi

2. Disclosures of Interest: None.

3. Changes to and Adoption of Agenda(s):

Request to move auditor's report item 8a to item 7b.

L23/27 -- It was MOVED by S. Collyer and seconded by P. Cuddy to APPROVE the agenda.

CARRIED.

4. Report on Matters from Confidential Session

The Board discussed legal and personnel matters in confidential session.

5. Approval of Minutes

a. March 23, 2023

L23/28 -- It was MOVED by P. Cuddy and seconded by S. Collyer that the minutes of March 23, 2023 (L23/17-26) be APPROVED.

CARRIED.

6. Business Arising from the Minutes: None

7. Delegations and Presentations

a. Friends of the Library – Verbal report

Carmen Sprovieri from the Friends of the Library presented. The Friends fundraise for value-added services and programs of the Library. The Friends presented a cheque for \$73 500. The Friends started in 1993 and have raised \$2 million in that time. Money is raised by the bookstore and a large fall book sale. Covent Garden Market also supports an arrangement for periodic pop-up book sales. The Friends support the Book for Every Child program. If the Board has questions, Board representative S. Desserud has the Friends' reports.

b. 2022 Audited Financial Statements

Melissa Redden from KPMG presented the auditor findings report. KPMG is waiting to receive Cherryhill lease commitments but otherwise the review is complete.

Melissa also reviewed the financial statements. New financial note 1(K) will impact future Library statements.

L23/29 -- It was MOVED by J. McCall and seconded by B. Allison to APPROVE the 2022 Audited Financial Statements.

CARRIED.

Councillor Trosow joined meeting.

c. Website Update – Verbal Report

The new London Public Library website will be launching next week on Monday morning at 9 a.m. The new website meets accessibility standards and is user friendly. It is not quite finished. A new catalogue and event registration system is also launching. Children picture book illustrator Brigitte George created the Indigenous art banner. Event registration steps are now reduced. There will be a feedback form. The website is designed mobile first.

The new catalogue is called Vega Discover. Vega is fully responsive on mobile and meets accessibility standards. Book types are rolled into one record. It is easy to see new items and new items have many limiters.

8. Reports from Committees, Members and Staff Requiring Board Action

a. Policy Review – Tangible Capital Assets

CEO M. Ciccone presented the proposed policy revisions

L23/30 --It was MOVED by S. Collyer and seconded by B. Allison to APPROVE the Tangible Capital Assets Policy revisions.

CARRIED.

b. Policy Review – Sale or Other Disposition of Real Property

CEO M. Ciccone reviewed proposed changes to the policy.

L23/31 --It was MOVED by S. Collyer and seconded by P. Cuddy to APPROVE the Sale or Other Disposition of Real Property revisions.

CARRIED.

c. Updates from other Boards and Commissions

i) Revision of By-laws (Governance Committee)

CEO M. Ciccone reviewed each suggested by-law revision on behalf of the Governance Committee.

L23/32 --It was MOVED by S. Collyer and seconded by S. Trosow to APPROVE the revisions to the by-laws.

CARRIED.

S. Desserud presented that the Historical Sites Committee met. Their next potential plaque unveiling is June 3.

Downtown London hosted the Ontario Downtown Business Improvement Association which gave positive feedback on Central Library.

No updates from Western Fair.

Councillor Trosow stated he will bring an Ontario Library Service Board Assembly report to the next Board meeting.

No other updates at this time.

d. Staff Activity and Community Impact Report

CEO M. Ciccone reviewed the Staff Activity and Community Impact Report highlighting the Volunteer Celebration and the Internet Archive Decision.

9. Consent Items

- a. Draft Agenda – May 18, 2023
- b. Committee Minutes – Historic Sites Committee

L23/33 -- It was MOVED by S. Collyer and seconded by P. Cuddy to APPROVE the consent agenda in whole.

CARRIED.

10. Inquiries and Other Business: None

11. Adjournment to Confidential Session

It was MOVED by S. Collyer and seconded by P. Cuddy to ADJOURN to confidential session at 6:36p.m.

At 6:54 p.m. the public meeting was adjourned.

Chair

Secretary

DRAFT