

Whitby Public Library Board Minutes

Date: April 17, 2024

Time: 7:00 p.m.

Place: Board Room, Central Library

Present:

Lorraine Gray (Chair)
Geoff Anderson
Kate Campbell
Peter Creer
Akhil Kapoor (online via Zoom)
Niki Lundquist
Art Maki
Maria McDonnell
Liam Nichols (online via Zoom)

Also Present:

Rhonda Jessup, CEO
Donna Bolton-Steele, Director, Community and Service Development
Michelle Frenette, Director, Corporate Services
Christy Harper, Director, Technology and Operations
Pat Khashmanian, Director, Administrative Services

1. Call to Order/Approval of Agenda

Moved by Geoff Anderson

Seconded by Art Maki

That the Agenda be approved as distributed.

CARRIED

2. Declaration of Conflict of Interest

No conflict of interest was declared.

3. Consent Agenda Items

Moved by Peter Creer

Seconded by Kate Campbell

That the Consent Agenda items be approved as distributed.

CARRIED

4. Chief Executive Officer's Report

Rhonda Jessup reported that due to changed circumstances and the reduction in incidents at the Central Library during the first quarter of 2024, the second security guard who has been working there will be re-assigned elsewhere in the Town as of May 13. Region of Durham outreach teams are very responsive when individuals are identified who may need assistance beyond what the Library can offer.

Plexiglass barriers that were installed at all Library service desks during the pandemic have now been removed.

At the Mayor's luncheon Mayor Roy mentioned that she is available for coffee and chat sessions with the community. Staff are arranging sessions at both the Central Library and the Brooklin Branch in the near future.

Battle of the Books finals took place yesterday. Jack Miner P.S. won the intermediate level with a perfect score – the first time that has happened. Jack Miner and junior level winners Captain Michael VandenBos P.S. will represent Whitby at the regional finals tomorrow.

Town of Whitby staff have engaged a consultant to investigate and determine next steps for the rehabilitation of the pond basin, reflective tiles, lighting, and the piping and pumping system at the Celebration Square water feature.

At the April 29 Council meeting, Council will recognize the awards presented to Whitby and other local public libraries at the recent Ontario Library Association Super Conference.

5. Councillor's Report

Councillor Niki Lundquist reported that a study regarding the redesign of Brock Street is underway. However the community is looking for a more robust vision of a broader downtown area that includes the Library. She therefore encourages input from Board members.

Council recently received a report on upcoming changes to the blue box program. Niki asked how the changes will affect the Library and offered any assistance she can provide.

6. Business Arising from Minutes

a) 2024-2028 Strategic Plan Presentation to Council

Rhonda Jessup asked for any comments or changes to the planned presentation. None being received, she will now share the presentation with the Clerk's office in advance of the deadline for the April 29 Council meeting. Lorraine Gray and Liam Nichols will attend and introduce Rhonda, who will make the presentation.

b) Board Dinner

Rhonda Jessup announced that this year's dinner will take place on May 22 at KB Food at 6:30 p.m. Michelle Frenette will be in touch soon with further details.

7. New Business

a) Internet Access Policy

This policy was up for its regular review. It was updated to use plainer language but with no substantive changes.

Moved by Akhil Kapoor

Seconded by Maria McDonnell

That the revised Public Internet Policy be approved as distributed.

CARRIED

b) Board Training

Past Board meetings often featured a variety of guest speakers for training and orientation purposes. Rhonda Jessup invited suggestions for future Board meetings if there was interest. She was given a number of suggestions as well as instructions to ensure that speakers were relevant to Library Board interests and issues.

c) Planning Committee Meeting

Liam Nichols reported that so far, the committee has mainly dealt with the upcoming strategic plan presentation to Council. Lorraine Gray reported that the Owl meeting device will be available this year for use in exceptional circumstances. Online attendance at meetings will be considered further when the Board bylaws are next reviewed.

8. Next Meeting

The next meeting will be held on Wednesday, May 15, 2024, at 7:00 p.m., in the Board Room, Central Library.

9. Adjournment

The meeting adjourned at 7:39 p.m. on a motion by Maria McDonnell.

Board Chair

Secretary