

Regular Meeting of the Milton Public Library Board
Wednesday, 15th June 2022 at 7:00 pm

Mission Statement

The Milton Public Library empowers the community to Read. Learn. Create. Connect.

Minutes

Members: Sarah Marshall (Chair), Omer Amin, Matthew Fabian, Councillor Sameera Ali, Councillor Kristina Tesser Derksen

Regrets: Margaret Warmels

Staff: Mark Williams, Vito Montesano, Kanta Kapoor (Recorder)

Sarah Marshall (Chair) called the meeting to order at 7:02 p.m.

1. Approval of Agenda

That the Milton Public Library Board approve the Agenda of 15th June 2022 as amended

Moved by *Matthew Fabian*, Seconded by *Omer Amin*, Carried

2. Declaration of Interest: None declared.

3. Closed Session for Confidential Items

It was Moved by *Omer Amin*, Seconded by *Matthew Fabian*, to move into the Confidential Session at 7:05 pm. Carried

It was Moved by *Councillor Sameera Ali*, Seconded by *Councillor Kristina Tesser Derksen*, to move out of the Confidential Session at 7.28 pm. Carried

4. Consent Agenda

4.1 Approval of the Minutes of 25th May 2022

4.2 Correspondence (distributed at the meeting)

- Email from Don Dykeman

4.3 Accounts (Operating and Capital) for May 2022

4.4 Staff Reports

- 2021-22 Laurier Milton Lecture Series (LMLS) summary
- Healthy Communities Initiative: Indigenous Garden at the Beaty Branch

Motion #22-1839

That the Milton Public Library Board approve the Consent Agenda for June, 2022

Moved by *Matthew Fabian*, **Seconded by** *Omer Amin*, **Carried**

5. Information Items

5.1 Rainbow Reads Protest

Williams advised of the protest that happened at Sherwood on June 11 against the Rainbow Storytime.

5.2 Social Media Post

Williams apprised the board of the negative comments received for the programming pertaining to Pride Month.

5.3 Main library expansion budget update

Williams presented the **Main library expansion budget update** and apprised that the budget consultant has been appointed as per approval at May 2022 meeting

6. Decision Items

6.1 Bookmobile Update

Williams presented the Bookmobile Update and staff are requesting that the Board approve the funding request of the Council to the tune of \$400,000 to be funded by \$250,000 from the Capital Reserves and \$150,000 to be funded either through MPL's fundraising campaign or through MPL's Capital Reserves if the fundraising campaign is unsuccessful

Motion #22-1840

That the Milton Public Library Board approve the updated process for the Bookmobile funding increase request.

Moved by, *Councillor Sameera Ali* **Seconded by** *Matthew Fabian*, **Carried**

6.2 Main library expansion budget update

Williams advised to move this decision item to the information item.

Motion #22-1841

That the Milton Public Library Board approve moving Decision item 6.2 to 5.3 as an Information item.

Moved by *Matthew Fabian*, **Seconded by** *Omer Amin*, **Carried**

6.3 GOV-04 – Committees of the Board

Williams advised that the staff have reviewed the Committees of the Board Policy, which is now redundant as it has been superseded by the Procedural By Law. As such, staff are recommending that the policy be repealed.

Motion #22-1842

That the Milton Public Library Board approve repealing the Committees of the Board Policy

Moved by *Councillor Kristina Tesser Derksen*, **Seconded by** *Omer Amin*, **Carried**

6.4 HR-14 Salary Payments, Deductions, Over-Payments

Montesano presented the recommended changes to the HR-14 Salary Payments, Deductions, and Over-Payments to include the sections

- Additional Documents/References
- Enquires

Motion #22-1843

That the Milton Public Library Board approve the attached “Salary Payments, Deduction and Overpayments policy”

Moved by *Matthew Fabian*, **Seconded by** *Omer Amin*, **Carried**

6.5 OP-03 AODA Requirements

Montesano presented the AODA Requirements report and the policy together for the Board’s consideration. There are no changes being recommended to the policy.

Motion #22-1844

That the Milton Public Library Board approve the attached “AODA Requirements Policy”

Moved by *Councillor Kristina Tesser Derksen*, **Seconded by** *Councillor Sameera Ali*, **Carried**

6.6 Fundraising strategy

Williams presented the report and the draft MPL Fundraising strategy and the Staff are recommending that we move forward with the implementation of the framework focusing on the institution of a process for donations and introduce a formal donor programme, launching a campaign to raise \$150,000 in support of the Bookmobile.

Motion #22-1845

That the Milton Public Library Board approve the MPL Fundraising Strategy

Moved by *Omer Amin*, **Seconded by** *Councillor Kristina Tesser Derksen* **Carried**

6.7 Fines & Fees structure review

Kapoor presented the “Fines and Fees Structure Review” report for the Board’s consideration and staff are recommending the following changes

- Increase: Non-resident membership fee - \$55
- Increase: Exam proctoring fee - \$45
- Switch Games Consoles: MPL acquired three copies of the Switch Games Consoles for patrons to borrow. Due to its high price and massive demand, staff implemented \$5 overdue charges. MPL will also charge a replacement fee of \$430 for the loss of the console. A retroactive approval is sought in this regard.
- Waive fine: Waive fines for children and youth patrons type after they turn 18

Motion #22-1846

That the Milton Public Library Board approve the recommended changes to the Fines and Fee structure.

Moved by *Omer Amin*, **Seconded by** *Councillor Kristina Tesser Derksen* **Carried**

6.8 HR Committee membership

Marshall called for an additional member to the HR Committee and Omer Amin expressed his interest.

Motion #22-1847

That the Milton Public Library Board approve that Omer Amin will be member of the HR Committee

Moved by Councillor Sameera Ali, Seconded by Councillor Kristina Tesser Derksen, Carried

7. Reports and Updates

7.1 Chief Librarian's Monthly Report

Williams highlighted some key activities from May 2022, including the launch of Patron Point's platform for e-newsletter curation, publication and distribution.

7.2 Council Update

Councillor Kristina Tesser Derksen reported on Town Council activities for May 2022.

7.3 HR Committee: Board Self-Evaluation has been deferred to the September meeting

7.4 Board Advocacy Committee: no update

9. Member Announcements:

9.1 Williams advised that MPL Annual Report is on the consent agenda for the Council Meeting on June 20th

10. Next Meeting Date:

The next meeting will be held on Wednesday, 21st September 2022 at 7:00 pm.

11. Adjournment:

Sarah Marshall moved to adjourn the meeting at 8.25 pm. – carried.

Signed: _____

Sarah Marshall Chair

Milton Public Library Board

Signed: _____

Mark Williams, Chief Librarian

Milton Public Library Board