

MINUTES of the

SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, January 18, 2023, by video conference.

Present: Jim Siemens (Chair) Hilary Gough
Cheryl Starr Heather Kuttai
Elise Truscott Carol Cooley, Director of Libraries & CEO
Rachel Landriault (recorder)

Regrets: Markel Chernenkoff

Guests: Amanda Lepage, Director, Collections & Service Infrastructure
Scott Gregor, Director, Finance & Administrative Services
Janna Sampson, Director, Strategy and Communication
Sherry Tarasoff, member of the public

J. Siemens, Chair, called the meeting to order at 4:09 pm.

AGENDA

Moved by H. Gough, seconded by E. Truscott, **THAT the agenda of January 18, 2023, be approved as circulated, including any items removed from, or added to the agenda.**

Carried.

- Added Board Self-Evaluation

Consent Agenda

Moved by E. Truscott, seconded by C. Starr, **THAT the consent agenda of January 18, 2023, be adopted as circulated, less any items requested for separate review and discussion.**

Carried.

Previous Minutes

Moved by H. Gough, seconded by H. Kuttai, **THAT the Saskatoon Public Library Board minutes of October 19, 2022, be adopted as circulated, including any revisions to be made.**

Carried.

No declaration of conflict of interest.

DEPUTATIONS/PRESENTATIONS/PUBLIC MEETING

No deputations, presentations or public meeting.

C. NEW BUSINESS

C.1 Committee Appointments

Typically, the Board Chair, J. Siemens, would chair the Personnel & Nominations Committee, and the Vice-Chair, C. Starr, would chair the Governance Committee; however, it is not mandated.

All members present requested to remain on the committees they were assigned to the previous year.

Members absent from the meeting will be contacted to enquire about which committee they wish to join for 2023.

Moved by H. Gough, seconded by C. Starr, **THAT the Saskatoon Public Library Board approves the appointments of E. Truscott as Chair, H. Gough, M. Chernenkoff to the Governance Committee; J. Siemens as Chair, C. Starr, and H. Kuttai to the Personnel & Nominations Committee.**

Carried.

C.2 Self-Evaluation Report

The Chair of the Governance Committee provided an overview of the report that was prepared for the November 16, 2022, Board meeting, which was cancelled due to a lack of quorum.

The Governance Committee reviewed the 2022 Board Evaluation responses and identified several focus areas for the Board's consideration:

Education & Training

- Special projects/construction projects – best practices for the Board's role in oversight
- Diversity & Inclusion, Indigenous Training
- Intellectual Freedom

Strategic Plan & Risk Objectives

- The Board will be receiving a strategic plan and oversight dashboard from management.
- Both of these items are in the Board's activity schedule and continue to have an ongoing focus.

C. Cooley offered to arrange a 3-hour training session on intellectual freedom in libraries, which would be delivered through video conference.

The Governance Committee discussed training delivery, frequency and method.

The Governance Committee is scheduled to meet later in January and will prepare recommendations for the Board's February meeting.

C.3 Variance Report and Year-End Projections

C. Cooley thanked SPL Directors and Managers for their cooperation in managing the 2022 budget. They expected the budget to be tight, so they reviewed it twice in the course of the year and scaled back expenditures to avoid a deficit. However, there are still some unknowns, such as transfers from the City. The current information shows a slight surplus.

The Board asked if the underspending in Admin & Support was because of Covid measures and lack of travel during that time. They also wondered if the reduced pressure would mitigate the unfavourable effects on the budget as they advance.

C. Cooley said there were fewer conferences, training and meetings at the start of the year, but they increased in the second half. She noted that some of the pressure points had already been remedied. For example, in 2022, they knowingly hired the Security and Emerging Technology Senior Managers without available FTEs. However, SPL now has FTEs for those positions and increased security costs in the 2023 budget.

Moved by H. Gough, seconded by C. Starr, **THAT the Saskatoon Public Library Board receives this report for information.**

Carried.

S. Gregor left the meeting.

C.4 Rusty Macdonald Library Renovations

C. Cooley provided an overview of the report. Since preparing the Board report, A. Lepage confirmed that the City's Reserve for the Civic Centre, which SPL contributes to, would cover \$52,800 of the total renovation expenditure of \$158,400. Should the Board approve, the remaining expenditure of \$105,600 would be drawn from SPL's Capital Expansion Reserve.

Moved by H. Gough, seconded by E. Truscott, **THAT the Saskatoon Public Library Board approves the expenditure of \$105,600 from the Capital Expense Reserve to renovate the auditoriums and meeting room at the Rusty Macdonald Library.**

Carried.

C.5 Motions for Ratification

Moved by H. Kuttai, seconded by C. Starr, **THAT the Saskatoon Public Library Board receives this report for information and ratification.**

Carried.

D. REPORTS FROM THE BOARD

D.1 Chairperson Updates

No reports from the Chair.

E. REPORTS FROM ADMINISTRATION

E.1 Director of Libraries & CEO Updates

No reports from the Director of Libraries & CEO.

A. Lepage and S. Tarasoff left the meeting.

IN-CAMERA SESSION

Moved by H. Gough, seconded by H. Kuttai, **THAT the meeting move in-camera for the purpose of addressing matters pertaining to Economic/Financial – Land as permitted under Sections 17(1)(d) and (e) of LAFOIPP and matters pertaining to Labour/Personnel under Sections 16(1)(c) of LAFOIPP.**

Carried.

Board moved in-camera at 4:41 pm.

Board moved into public session at 6:44 pm.

Moved by H. Gough, seconded by C. Starr, **THAT the Saskatoon Public Library Board approves the change to the NCL stair design to align with the Functional Program, with no impact on the overall budget or timeline.**

Carried.

ADJOURNMENT

Moved by C. Starr, seconded by H. Gough, **THAT the Saskatoon Public Library Board does now adjourn at 6:47 pm to meet again February 15, 2023, Frances Morrison Central Library, 311-23rd St. E. Saskatoon or at the call of the Chair.**

Carried.
