

## MINUTES of the

### SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, February 15, 2023, in the Boardroom, Frances Morrison Central Library.

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

Regrets: Heather Kuttai

Guests: Janna Sampson, Director, Strategy & Communication  
Scott Gregor, Director, Finance & Administrative Services  
Amanda Lepage, Director, Collections & Service Infrastructure  
Vicky Corbin, Manager, Community Giving

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J. Siemens, Chair, called the meeting to order at 4:02 p.m.

#### **AGENDA**

Moved by E. Truscott, seconded by M. Chernenkoff, **THAT the agenda of February 15, 2023, be approved as circulated, including any items removed from, or added to the agenda.**  
Carried.

#### **Consent Agenda**

Moved by H. Gough, seconded by C. Starr, **THAT the consent agenda of February 15, 2023, be adopted as circulated, less any items requested for separate review and discussion.**  
Carried.

#### **Previous Minutes**

Moved by M. Chernenkoff, seconded by E. Truscott, **THAT the Saskatoon Public Library Board minutes of January 18, 2023, 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 Board Resolutions**

Members of the Governance Committee provided an overview of the recommended edits to the documents.

The Board asked if there was a process to work through a situation where a Board member was steadfast in their opinion, would not waver from it or felt they weren't being heard.

C. Cooley noted that differing opinions and debate are welcomed at the table. However, when the discussion is no longer progressing or achieving anything, it is the Board Chair's responsibility to mediate or terminate it. If required, the Chair would speak with the individual after the meeting.

The Board agreed that per the Board Members' Rights & Responsibility Resolution, the definitions for fiduciary duty, duty of loyalty, duty of care and Board solidarity, their duty is to the library as a whole. The Board solidarity piece explicitly states that after a decision is made, the Board must speak with one voice and support the decisions in their public statements and actions, usually through the Board Chair.

The Board also agreed that members could request their objections, with or without details, recorded in the minutes.

Moved by M. Chernenkoff, seconded by E. Truscott, **THAT the Saskatoon Public Library Board approves the Member Orientation & Development Resolution changes as recommended by the Governance Committee.**

Carried.

### **C.2 Oath of Confidentiality & Disclosure of External Commitments**

Board members who were present signed their yearly Oath of Confidentiality form. R. Landriault will coordinate the signatures of absent members.

### **C.3 Fundraising Policies**

C. Cooley noted that they made minor changes to the fundraising policies outlined in the report.

The Board referenced the Naming Policy and its section about names containing words or languages other than English. They didn't dispute the language in the Policy but wondered what they meant by "verifiable translation."

J. Sampson noted that SPL would require proof of its meaning and would seek that verification.

The Board asked if SPL consulted with the Elder Advisory Team or other advisory committees about the desire to see other languages represented in the new central library (NCL.)

C. Cooley responded yes.

The Board agreed that verifying the information and its translation was essential.

The Board suggested, and C. Cooley agreed that the language in the Naming Policy about the Board being responsible for reviewing and approving the naming of library assets was generalized. Therefore, SPL will clarify the Board's role.

The Board referenced the Gift Acknowledgement & Stewardship Policy and the Sponsorship Policy and noted that they lacked information on who could approve or who was responsible for ensuring the Policy is applied. Also, the Sponsorship Policy does not speak to who can sign the agreement.

C. Cooley offered to review those Policies with her team. If the Board wants to reread them with their accompanying operational guidelines, she could include them in the March agenda package as information items through the Director's Report.

V. Corbin left the meeting.

Moved by H. Gough, seconded by C. Starr, **THAT the Saskatoon Public Library Board approves the updated Fundraising Policies.**

Carried.

#### **D. REPORTS FROM THE BOARD**

##### **D.1 Chairperson Updates**

No report from the Chair.

#### **E. REPORTS FROM ADMINISTRATION**

##### **E.1 Director of Libraries & CEO Updates**

###### StarPhoenix Donation

C. Cooley informed the Board that SPL was accepting a donation of subject files from the StarPhoenix, which covers the years 1950 to 1990. These files will fill some of SPL's local information gaps. They will weed the collection appropriately to ensure the information falls within their mandate.

###### Board Development

C. Cooley noted that she had arranged a presentation/workshop for the Board on intellectual and expressive freedom for May 3<sup>rd</sup> from 4:00 p.m. to 6:00 p.m.

###### StarPhoenix Letter to the Editor

C. Cooley informed the Board that she sent a letter to the StarPhoenix editor regarding Phil Tank's article of February 10, 2023, where he stated SPL had no contingency funds for the NCL, which was incorrect. SPL's response will be included in the Board's March agenda package.

##### **E.2 2022 Budget – Operating Variance Report**

C. Cooley noted that the anticipated 2022 surplus decreased considerably because of the retroactive joint job evaluation (JJE) factor change to July 2019. The difference in how they evaluate leadership resulted in a pay increase, an additional expenditure of \$316,000, which was paid out to employees in 2022.

S. Gregor provided an overview of the operating variance report as of December 31, 2022. SPL's projected surplus in January 2023 was \$430,000. After implementing the JJE factor change results, the surplus was reduced to \$57,000. SPL corrected all other liabilities, including vacation. SPL continues to work with the City to resolve payroll processing issues due to the misconfiguration of Fusion.

C. Cooley added that SPL had submitted a ticket to the City's Fusion team to resolve the issue, but it has not been resolved yet. Correcting the City's mistake will require a lot of effort, but it is even more so for SPL because they must do the manual calculations for every pay period for 115 employees. SPL has scheduled a meeting with the City to address the issue. The City said they were committed to working towards resolutions of SPL tickets. However, she believes SPL may need to hire an unbudgeted person to keep up with the workload.

Moved by E. Truscott, seconded by C. Starr, **THAT the reports from Administration be received as information.**

Carried.

A. Lepage left the meeting.

#### **IN-CAMERA SESSION**

Moved by M. Chernenkoff, seconded by H. Gough, **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 4:45 p.m.

Board moved into public session at 6:02 p.m.

#### **ADJOURNMENT**

Moved by M. Chernenkoff, seconded by E. Truscott, **THAT the Saskatoon Public Library Board does now adjourn at 6:03 p.m. to meet again on March 15, 2023, in the Boardroom, Frances Morrison Central Library, or at the call of the Chair.**

Carried.

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