

MINUTES of the

SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, March 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
 Heather Kuttai Rachel Landriault (recorder)

Regrets:

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

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

AGENDA

Moved by H. Gough, seconded by E. Truscott, **THAT the agenda of March 15, 2023, be approved as circulated, including any items removed from, or added to the agenda.**

Carried.

Consent Agenda

Moved by E. Truscott, seconded by M. Chernenkoff, **THAT the consent agenda of March 15, 2023, be adopted as circulated, less any items requested for separate review and discussion.**

Carried.

Previous Minutes

Moved by E. Truscott, seconded by H. Kuttai, **THAT the Saskatoon Public Library Board minutes of February 15, 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 New Central Library Updated Schedule

C. Cooley informed the Board there was a change to the ceremony's timing noted in the report. It will be held in June instead of July. B. Bird, Director of Reconciliation, is working with the Knowledge Keepers Advisory Committee to confirm the date. The project schedule reflects changes to construction timelines. She highlighted the special Board meeting on July 12th, 2023. C. Haddock of Colliers will attend the April Board meeting to provide information about the July meeting. She believes it will be difficult to schedule it well in advance, so the Board can expect short notice of its confirmation.

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

Carried.

C.2 Reserves

C. Cooley opened the floor for questions.

When asked what the capital Expansion Fund's encumbered expense was utilized for, C. Cooley said they were for the New Central Library (NCL), the renovation of the meeting room at the Rusty Macdonald Library and potentially the Cliff Wright Library renovation.

The Board asked about the encumbrance relating to the Equipment Replacement Reserve.

C. Cooley responded that a variety of items would fall within those expenses. S. Gregor added that the Board previously approved \$200,000 of that fund for equipment replacement. However, the amount hasn't been spent yet but has been accounted for as such.

C. Cooley reported that the only reserves with funds for the NCL are the New Central Library Reserve and \$11,000,000 from the Capital Expansion Fund. Any funds remaining in the FMCL Reserve in 2025 would be moved to the Maintenance Reserve for the NCL.

The Board wondered if there were specific formulas for reserves, to which C. Cooley responded yes. Some reserves were created per the bylaws, so they follow their formulas as prescribed.

Moved by M. Chernenkoff, seconded by E. Truscott, **THAT the Saskatoon Public Library Board receives this report for information.**

Carried.

S. Gregor left the meeting.

C.3 Alice Turner McFarland Award

C. Cooley provided an overview of the report.

Moved by H. Gough, seconded by M. Chernenkoff, **THAT the Saskatoon Public Library Board appoints E. Truscott to the Alice Turner McFarland Award Committee.**

Carried.

C.4 Fundraising

V. Corbin and J. Sampson joined the meeting.

C. Cooley provided an overview of the report relating to policies and indicated that it was for information only.

Book Ball Event

J. Sampson informed the Board that SPL held its first annual “Stay Home and Read a Book Ball.” The event was well attended and significantly surpassed their fundraising expectations. Ninety-four people participated, and 73 of them were new donors. They received very positive feedback following the event. Some people dressed up for the occasion, and some wore casual and cozy attire. They intend to expand this annual event’s programming next year. They used the new fundraising software to create the stand-alone page and customized form for this event, which allowed tracking of all the donations.

The Board commented that the link to the registration page didn’t share nicely on social media. SPL will test the sharing capabilities of the software.

SPL Merchandise Store

J. Sampson noted that the SPL merchandise store continues to be a great source of revenue for the library. They will be offering new merchandise in May 2023, including a t-shirt. They enlisted the help of employees by voting on the t-shirt design.

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

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

C. Cooley said her focus has been on the New Central Library and bargaining.

E.2 Variance Report

C. Cooley informed the Board that the City doesn't have updated figures in their system during the first few months of the year, so they couldn't provide a meaningful report in March this year. However, the Board could expect regular variance reports starting in April this year. For the following years, they will have monthly reporting starting in March, with year-end projections beginning in September.

V. Corbin, A. Lepage and S. Tarasoff 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 4:22 p.m.

Board moved into public session at 6:17 p.m.

ADJOURNMENT

Moved by H. Gough, seconded by C. Starr, **THAT the Saskatoon Public Library Board does now adjourn at 6:18 p.m. to meet again on April 19, 2023, in the Boardroom, Frances Morrison Central Library, or at the call of the Chair.**

Carried.
