

MINUTES of the

SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, April 19, 2023, in the Boardroom, Frances Morrison Central Library.

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

Regrets: Cheryl Starr

Guests: Janna Sampson, Director, Strategy & Communication
Scott Gregor, Director, Finance & Administrative Services
Amanda Lepage, Director, Collections & Service Infrastructure
Two members of the public

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

AGENDA

Moved by H. Gough, seconded by E. Truscott, **THAT the agenda of April 19, 2023, be approved as circulated, including any items removed from, or added to the agenda.**
Carried.

Declaration of Conflict of Interest

No declaration of conflict of interest.

Consent Agenda

Moved by H. Gough, seconded by H. Kuttai, **THAT the consent agenda of April 19, 2023, be adopted as circulated, less any items requested for separate review and discussion.**
Carried.

The Board approved pulling consent agenda item A1 - Governance Committee Minutes for discussion.

The Board asked about the process for forwarding recommendations to edit Board Bylaw Resolutions to the Board.

C. Cooley responded that a member of the Governance Committee would edit the Resolutions in track changes and forward them to Administration for inclusion on a Board agenda. Also, per the minutes, the Governance Committee will review the social media guidelines at their next meeting and forward a recommendation to the Board for re-ordering agenda items.

Moved by H. Gough, seconded by E. Truscott, **THAT the Governance Committee minutes of February 28, 2023, be received as presented.**
Carried

Previous Minutes

Moved by H. Kuttai, seconded by H. Gough, **THAT the Saskatoon Public Library Board minutes of March 15, 2023, be adopted as circulated, including any revisions to be made.**

Carried.

DEPUTATIONS/PRESENTATIONS/PUBLIC MEETING

No deputations, presentations or public meeting.

C. NEW BUSINESS

C.1 Fundraising

J. Sampson informed Board members that Library Giving Day was April 4, 2023. It was founded by the Seattle Public Library Foundation in 2019. Its goal was to encourage people to donate to their local library. Since then, it has become an international annual fundraising event. 2023 was SPL's 3rd year of participation.

The Board wondered how they could support Library Giving Day and asked if SPL was satisfied with its momentum.

J. Sampson suggested sharing SPL's website link or those available on social media. She confirmed that it was by far SPL's most successful year and was seeing a lot of support due to BHP's matching donation up to \$10,000 until April 30, 2023, which SPL is exceptionally grateful for.

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

Carried.

C.2 Board Skills, Strengths & Diversity

Board members agreed to complete the Skills, Strength & Diversity Matrix and return it to R. Landriault by June 30, 2023.

Moved by H. Gough, seconded by E. Truscott, **THAT the Saskatoon Public Library Board return their completed matrix to SPL by June 30, 2023.**

Carried.

C.3 Board Training Opportunity

C. Cooley noted that a session on Intellectual Freedom for the Board was scheduled for May 3, 2023. In addition, the Governance Committee recommended SPL's online 4 Seasons of Reconciliation course. Board members will receive an email confirming their registration and instructions on how to log on to the course, which they can take at their convenience.

Moved by H. Kuttai, seconded by E. Truscott, **THAT the Saskatoon Public Library Board receives this report for information, discussion and direction.**

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

E.2 Variance Report

S. Gregor joined the meeting to answer questions from the Board. He stated that he had no concerns with the report. However, there is still some work to be completed. When they developed the budget a couple of years ago, they were recording expenses in different accounts, so they must reallocate some of the funds and track the changes, which will happen in May.

The Board noted that Collections had two line items and that its Operations budget was the only item considerably overspent at this stage. They wondered if anything was unbudgeted and needed to be corrected or monitored.

S. Gregor noted an error in the report's Operations' 2023 – March \$ Variance. The Operations line should be \$81,000 instead of \$131,186. It includes \$50,000 for Collections which came through on the wrong line item. The rest is for salaries, representing approximately 60%% of the budget, which requires further review. Unfortunately, there is a delay in getting the actual information and comparing it to the budget. Once they receive the April information, he will add comments to the next budget report to explain the projections.

When asked why they separated the Collection budget into two lines, C. Cooley said it was because of Fusion and Public Sector Accounting Standards. Collections are now reported as capital assets, so they must be accounted for in reserves. They don't usually report reserve expenditures in their operating budget. Still, because people are interested in what SPL spends on its collection, they decided to import that line into this report.

Moved by H. Gough, seconded by M. Chernenkoff, **THAT the reports from Administration be received as information.**

Carried.

Members of the public and Amanda L. 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 4:30 p.m.

Board moved into public session at 7:40 p.m.

Moved by H. Gough, seconded by M. Chernenkoff, **THAT the Saskatoon Public Library Board approves the draft budget as presented.**

Carried.

ADJOURNMENT

Moved by H. Gough, seconded by H. Kuttai, **THAT the Saskatoon Public Library Board does now adjourn at 7:43 p.m. to meet again May 17, 2023, in the Boardroom, Frances Morrison Central Library, or at the call of the Chair.**

Carried.
