

## MINUTES of the

### SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, June 21, 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:        Amanda Lepage, Director, Collections & Service Infrastructure  
                 Scott Gregor, Director, Finance & Administrative Services  
                 Janna Sampson, Director, Strategy & Communication  
                 Beth Côté, Director, Public Services  
                 One member of the public

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J. Siemens, Chair, called the meeting to order at 4:04 p.m.

#### **AGENDA**

Moved by M. Chernenkoff, seconded by E. Truscott, **THAT the agenda of June 21, 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.

#### **Previous Minutes**

Moved by C. Starr, seconded by H. Kuttai, **THAT the Saskatoon Public Library Board minutes of May 17, 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 J.S. Wood Water Heater**

The Board reviewed the report and didn't have questions for Administration.

Moved by C. Starr, seconded by M. Chernenkoff, **THAT the Saskatoon Public Library Board approves the expenditure of up to \$4,000 to replace the water heater at the J.S. Wood Branch.**

Carried.

## **C.2 Room Rental Regulations & New Pricing**

C. Cooley noted that per the strategic plan, SPL set out to enhance patron convenience and provide better access to SPL's rental rooms, particularly as they prepare for the new central library (NCL).

When asked if there were other options for people who don't have a credit card to book a room, C. Cooley responded yes, and will add those options to the regulation.

The Board recognized that the NCL would have many spaces, and the regulations were a starting point in getting SPL's system ready to manage them. They asked how these regulations would be applied to rooms that won't require payment.

C. Cooley said they were reviewing operations and determining how they would function in the NCL. SPL may have to update the regulations closer to the NCL's opening.

The Board asked why there was a greater discount for non-profit organizations and registered charities at Mayfair and if other branches were considered for the same discount.

B. Côté said the Mayfair branch discount was negotiated when the land was purchased and was included in the agreement because it had been a community space before they bought it. The discount agreement is perpetual.

The Board wondered if these regulations aimed to hold users to the same intellectual freedom standards as the library.

B. Côté responded, yes. The intent is that the information provided in the rooms by renters is limited only by the legal limits set out in the Canadian Charter of Rights and Freedoms.

C. Cooley noted that the purpose of including the regulations' intent in the document is that SPL will enter into a contract with the person renting the room.

The Board referenced the political campaign section of the regulations and asked if political campaigning would be acceptable outside of what is stated in the regulations.

B. Côté noted that the regulations become stricter once the writ is dropped or one's nomination day has passed. However, elected officials can rent rooms for consultations or community events. People couldn't walk around the building, loudly telling people they were holding a campaign event inside SPL. They can't use the library space to recruit people for private events. However, they can have a private event with a group behind closed doors to discuss their political agenda outside of an election period or post-nomination day. C. Cooley confirmed that people could choose between hosting an open or closed-door event, meaning they could let people wander into the room without an invitation or by invitation only.

The Board requested an example of a tax-exempt organization, to which B. Côté responded that some government agencies are tax-exempt. For example, SPL has a letter from the Provincial Government that states SGI does not pay PST. From an operational standpoint, the onus is on the people booking the room to show their exemption status; otherwise, SPL must apply the tax. Non-profit organizations must provide their non-profit number to receive the discounted rate.

Moved by H. Gough, seconded by H. Kuttai, **THAT the Saskatoon Public Library Board approves adopting the room rental regulations and new pricing with revisions as discussed.**

Carried.

### **C.3 Intellectual & Expressive Freedom**

C. Cooley noted that following the Board's session on intellectual and expressive freedom with J. Turk, SPL updated its policy based on best practices to ensure a solid suite of policies to deal with intellectual and expressive freedom challenges.

Moved by E. Truscott, seconded by H. Gough, **THAT the Saskatoon Public Library Board approves the policies as presented.**

Carried.

### **C.4 Variance Report**

S. Gregor informed the Board that the unexpected central allocation payroll charge they discussed in May was an error and has since been reversed by the City. In addition, he will be receiving more information on levies, particularly around how the City manages the supplementary and assessment growth.

S. Gregor referenced the Grant Revenue line item of the variance report. He noted that it shows an unfavourable variance of \$5,000, with the variance note indicating that SPL was on budget. He explained that the line item represents the writer-in-residence grant, whose term is from September to May, with three months in the summer where they don't record the grant dollars. The year-end variance should be zero once they start recording the grant in September.

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

Carried.

### **C.5 Strategic Plan Update**

C. Cooley noted that any status changes were highlighted in green.

When asked if a particular area had made substantial progress, C. Cooley said there wasn't one thing in particular. However, the combination of technology upgrades has been significant and long overdue.

J. Sampson added that there had been requests from patrons around experiencing the catalogue differently, similar to when a person walks into the library and browses the collection. Although this wasn't in the strategic plan, they updated their online catalogue search engine.

C. Cooley noted that the catalogue search improvements were more complex because SPL is part of SILS. If SPL had its own catalogue, it would have more features.

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

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 noted that SPL publicly released the new central library's latest costing information. The information they released, which was positive, was informed by the two cost consultants' Class A estimates. However, the contractor bids will more accurately indicate where they stand.

#### **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 4:38 p.m.

Board moved into public session at 7:54 p.m.

Moved by E. Truscott, seconded by C. Starr, **THAT the Saskatoon Public Library Board confirms the exempt employee benefits outlined in the report reflecting existing practices.**

Carried.

Moved by E. Truscott, seconded by H. Gough, **THAT the Saskatoon Public Library Board award each qualified Alice Turner McFarland Award applicant \$2,500.00.**

Carried.

#### **ADJOURNMENT**

Moved by H. Kuttai, seconded by M. Chernenkoff, **THAT the Saskatoon Public Library Board does now adjourn at 7:57 p.m. to meet again on September 20, 2023, in the Boardroom, Frances Morrison Central Library, or at the call of the Chair.**

Carried.

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