

## MINUTES of the

### SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, September 20, 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  
                 Colleen Norris                                    Rachel Landriault (recorder)

Regrets:        Heather Kuttai  
                 Jasmin Carlton

Guests:        Amanda Lepage, Director, Collections & Service Infrastructure  
                 One member of the public

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

#### **AGENDA**

Moved by C. Starr, seconded by C. Norris, **THAT the agenda of September 20, 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 E. Truscott, seconded by M. Chernenkoff, **THAT the Saskatoon Public Library Board minutes of June 21, 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 Board Self-Evaluation**

The Board was asked to complete the self-evaluation form and return it to R. Landriault by October 11, 2023.

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

Carried.

### **C.2 Committee Appointments**

The Saskatoon Public Library Board has two members who recently joined. The discussion aimed to appoint them to either the Governance Committee or the Personnel & Nominations Committee.

Moved by C. Star, seconded by H. Gough, **THAT the Saskatoon Public Library Board approves the appointment of C. Norris to the Personnel & Nominations Committee and J. Carlton to the Governance Committee.**

Carried.

### **C.3 SPL Facility Repairs - Ratification**

C. Cooley noted that due to the urgency of the repairs, some of the work was completed, and some are ongoing. Expenditures paid for from reserves require Board approval. Therefore, SPL Administration is requesting ratification of the expenditures as noted in the report

Moved by E. Truscott, seconded by C. Norris, **THAT the Saskatoon Public Library Board ratifies the expenditures totalling \$5,284.55 from the Alice Turner Maintenance Reserve for the roof repairs and replacement of the building management system control board.**

Carried.

Moved by E. Truscott, seconded by C. Norris, **THAT the Saskatoon Public Library Board ratifies the expenditures totalling \$36,515.31 from the FMCL Maintenance Reserve for the repairs to the boiler, roof, and replacement of windows.**

Carried.

Moved by E. Truscott, seconded by C. Norris, **THAT the Saskatoon Public Library Board approves the expenditure of up to \$4,000 from the FMCL Maintenance Reserve for the repairs to the air-handling unit.**

Carried.

### **C.4 FMCL Planter Project**

C. Cooley informed the Board that she mistakenly believed the proposed project cost was firm. However, she was recently told that the cost was an estimate. The project scope is currently out for bids. Given the current environment, the proposals could come in higher than expected, so the Board may wait for a firm price before approving the expenditure.

A. Lepage noted that SPL intended to finalize this project this fall so the new planters would be in place for spring 2024.

The Board wondered if it was worth undertaking this work before the new owners of the building took possession.

A. Lepage noted that this project would take approximately one week to complete. The planter box would be adjacent to the building. However, it would be a separate entity that could easily be removed if required. Planting of professionally recommended perennials in the spring would complete the project.

The Board requested cost specifics before approving the expenditure, so C. Cooley agreed to bring the report with fixed pricing to a future Board meeting.

### **C.5 Mayfair Security Fencing**

C. Cooley confirmed that the cost of improving the fenced area's security, as noted in the report, was a firm price.

M. Chernenkoff asked for a description of the issue.

C. Cooley indicated that the Mayfair Library is located on SPL-owned property that includes an area behind the building near the employee parking lot and a small fenced enclosure housing critical infrastructure, utility connections, meters, and electrical outlets. A pattern of activity is emerging behind the library building. People are using the unfenced area to gather, leaving litter, discarded belongings, and sometimes drug paraphernalia behind, which is a safety issue for employees. Although the fenced area is intended to protect the building infrastructure, its lack of a secure roof allows garbage to accumulate. It is open for individuals to climb the fence and damage the infrastructure.

Moved by C. Norris, seconded by C. Starr, **THAT the Saskatoon Public Library Board approves the expenditure of \$6,600 from the Mayfair Maintenance Reserve for the security fencing around outdoor critical infrastructure, utility connections, meters and electrical outlets.**

Carried.

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

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

The Chair informed the Board that he attended the morning session of SPL Day on September 13, 2023. The experience was enjoyable, and he received feedback that the intellectual and expressive freedom presentation was engaging and beneficial to employees. A similar session was provided to the Board earlier this year.

C. Cooley reported that the SPL Day speaker on intellectual and expressive freedom, J. Turk, also provided an exciting public session on September 12th. The SPL Day afternoon session contained several interactive sessions, so employees had the opportunity to go through exercises. J. Turk indicated that SPL had some of the country's best policies.

Another Board member received unsolicited feedback from an employee who attended the event. They appreciated the presentation and heard about the Board receiving a similar session from J. Turk. The member expressed gratitude for the Board's session and having the opportunity to learn more about intellectual and expressive freedom from J. Turk. She thanked C. Cooley and her team for bringing in someone with such expertise to the Board and the employees.

## **E. REPORTS FROM ADMINISTRATION**

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

#### **New Central Library (NCL)**

The new central library remains a priority for the CEO. Since the cancellation of the construction tender, they have been working on the next steps publicly communicated on social media and the media. City Council and bidders were also informed.

The Board asked if SPL received questions after the release of the NCL procurement update and when SPL hoped to answer some of the questions it could not answer previously.

The Chair said there had been requests to clarify what cancelling the tender meant. Some expressed concern that the project would be cancelled or that jobs would be in jeopardy.

C. Cooley couldn't confirm that employees were worried about their jobs. The person who raised job security on SPL's Facebook feed was a former employee. The Union asked about the library's location if the NCL was not completed before SPL had to vacate FMCL. She informed them and the employees that she didn't know at this time and that there would not be layoffs. There were no other formal questions about the library.

A Board member had heard that the sale and the continuation of services are the primary concerns of some community members, so she has been reassuring people that SPL was doing everything it could to plan for the future as the situation evolves.

#### **Budget Variance Report**

The variance report distributed to the Board earlier that day was preliminary, based on August month end. Many variances were due to salaries, but C. Cooley highlighted that the salaries were not over budget. They must ensure that the budget is adjusted as people move through their steps because many employee salaries are currently budgeted at step three out of five. This has been an ongoing budget issue that they are slowly resolving.

The Board noted that, per the report, SPL did not receive the writer-in-residence grant for the last quarter and wondered if this was a timing issue or if they needed to secure a new commitment to support the program.

C. Cooley said the Canada Council notified SPL in August 2023 that they would not provide the grant this year. However, since grants are not guaranteed, SPL had planned its budget to cover the cost if required. SPL would continue to apply for the grant from Canada Council but could explore other opportunities.

Moved by C. Norris, seconded by M. Chernenkoff, **THAT the report from Administration be received as information.**

Carried.

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

Moved by E. Truscott, seconded by C. Norris, **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 6:45 p.m.

Moved by C. Norris, seconded by E. Truscott, **THAT the Saskatoon Public Library Board ratifies the motion to approve the cancellation of the existing NCL construction tender and proceed with a construction management process.**

Carried.

Moved by C. Starr, seconded by H. Gough, **THAT the Saskatoon Public Library Board approves the 2024-2025 budget as discussed.**

Carried.

#### **ADJOURNMENT**

Moved by C. Norris, seconded by C. Starr, **THAT the Saskatoon Public Library Board does now adjourn at 6:47 p.m. to meet again October 18, 2023, in the Boardroom, Frances Morrison Central Library, or at the call of the Chair.**

Carried.

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