

MINUTES of the**SASKATOON PUBLIC LIBRARY BOARD**

The Saskatoon Public Library Board met on Thursday, September 18, 2019, in the Meeting Room, Frances Morrison Central Library.

Present: Lisa Erickson, Chair
Hilary Gough
John Thronberg
Jim Siemens
Brett Bradshaw
Nicholas Kaminski
Carol Cooley, Director of Libraries & CEO
Rachel Landriault (note taker)

Regrets: Elizabeth Kuley
Cheryl Starr

Guests: Audrey Sanders, Director, Human Resources
Scott Gregor, Director, Finance & Administrative Services
Janna Sampson, Director, Marketing & Communications
Beth Cote, Director, Public Services

L. Erickson, Chair called the meeting to order at 4:00 p.m.

AGENDA

Moved by J. Siemens, seconded by B. Bradshaw **THAT the Agenda of September 18, 2019, be approved as circulated, including any items removed from, or added to the Agenda.**

Carried.

Items C.3 – Policy from Governance – Donations and E.2 – Variance Report with Year-End Projections will be carried forward to the next meeting of the Board of Trustees.

Consent Agenda

Moved by B. Bradshaw, seconded by J. Siemens **THAT the Consent Agenda of September 18, 2019, be adopted as circulated, less any items requested for separate review and discussion.**

Carried.

Previous Minutes

Moved by J. Thronberg, seconded by B. Bradshaw **THAT the Saskatoon Public Library Board minutes of August 29, 2019, be adopted as circulated, including any revisions to be made.**

Carried.

No declaration of conflict of interest.

B. DEPUTATIONS/PRESENTATIONS/PUBLIC MEETING

No deputations, presentations or public meetings.

C. NEW BUSINESS

C.1 Contract Award – Ratification

Moved by J. Thronberg, seconded by N. Kaminski **THAT the Board ratifies the award of the construction contract to D2.**

Carried.

C.2 Board Self Evaluation

Board members are required to complete the evaluation form, which is kept anonymous, and return it to B. Bradshaw by September 27, 2019.

L. Erickson suggested creating an electronic form with automatic tabulation for future use.

L. Erickson indicated that the Governance and Nominations Committee would review the results and compile the information in an anonymous format at the October 1, 2019 meeting. The Board Chair will add comments and will provide recommendations for action to the Board in November.

C. Cooley reminded the Board that this is an evaluation of the Board of Trustees and not an evaluation of the CEO.

D. REPORTS FROM THE BOARD

D.1 Chairperson Update

L. Erickson indicated that the New Central Library presentation to the Governance & Priorities Committee is taking place on September 23, 2019.

L. Erickson indicated that the Saskatoon Public Library Staff Day is taking place on September 25, 2019. This event provides employees with an opportunity to learn, connect, assess and look forward.

D.2 SLTA Report

J. Thronberg reported that administrative briefs are typically held in September; however, they will not be held in September this year because the Government is still in the engagement

process. He indicated that if the Board wants to add something to next year's agenda, information can be forwarded to him.

C. Cooley indicated that the Board provided feedback in June of 2019. However, we should consider re-iterating our desire to see an investment in technology for the regions because it is difficult for us to advance and modernize if the SILS is not progressing as we are.

J. Thronberg indicated that they were concerned about losing more members because they have already lost two regions and Regina.

L. Erickson asked why. J. Thronberg stated that, in part, the regions felt that the SLTA wasn't doing enough, particularly in light of the funding cuts in 2017. They didn't see enough public reaction and campaigning from SLTA.

E. REPORT FROM ADMINISTRATION

E.1 Director of Libraries & CEO Updates

C. Cooley indicated that the recent focus has been on the New Central Library. There will be a report on Programming in October. SPL has made some changes in the Local History section of FMCL that resulted in a larger area dedicated to the public.

H. Gough referenced item three of the report and asked if we intend to track online applications. She is interested in this information because there have been major changes to the Income Assistance Programs as a whole. She is interested in knowing how other agencies are having to step-up. C. Cooley indicated that we have had to increase services in the past years because several federal services are now offered online. Other provincial services or municipal services are only offered online; therefore, patrons come to the library to view or print copies. B. Cote confirmed that we are tracking and that we purchased a scanner specifically for this purpose.

L. Erickson referenced item 2 of the report and asked if SPL is working with Catholic and Public schools in addition to Francophone Divisions and Private Schools. C. Cooley added home-schools to the list. B. Cote confirmed that we are working with all off of those sectors.

L. Erickson referenced item 15 of the report and asked C. Cooley to describe the scope of the RFP. C. Cooley indicated that the RFP would be public in approximately two weeks. The scope will include out-of-scope and in-scope employees.

A. Sanders stated that we intend to quantify our total compensation package. Part of the scope of work will be to produce a compensation report and a total compensation comparison with other similar positions, a tool and a procedure that will enable us to maintain while moving forward into the future.

B. Bradshaw referenced item 9 of the report and asked what work will be happening at FMCL.
C. Cooley indicated that we will be tagging and converting the existing collection with RFID tags and that all new items are tagged as they arrive.

N. Kaminski referenced item 2, bullet 3 of the report and asked why SPL is stopping class visits to schools located in Wheatland or why we were doing it before. C. Cooley indicated that those are special programs directed to schools for Saskatoon rate payers and Wheatland is outside of our boundaries. They have school systems that can provide programs to their schools.

N. Kaminski referenced item 12 of the report and asked if the roles listed were currently vacant. C. Cooley confirmed they were and verbally updated the Board members on their status. We recruited the Manager of IT, and his start date is October 16, 2019. We recruited the Manager of Branches for Carlyle King, and her start date is October 16, 2019. An offer of employment has been made for the position of Senior Manager of Planning, and we are waiting on a formal acceptance.

J. Siemens asked if there is work being conducted with the Children's hospital. C. Cooley responded that we hold a special Story Time once a week at the Jim Pattison Children's Hospital.

J. Siemens asked if the partnership organizations reciprocate the support. C. Cooley provided an example where the hospital was prescribing library cards. B. Cote indicated it was through one of their pediatricians and their residents. C. Cooley indicated that there is a report that she can share with the members at the October meeting should they be interested in reading it.

B. Cote indicated that SPL has many partnership agreements that are revised periodically to ensure they meet our values and needs.

Moved by J. Siemens, seconded by H. Gough **THAT the Report from the Director of Libraries & CEO be received as information.**

Carried

IN-CAMERA SESSION

Moved by J. Thronberg, 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 4:27 p.m.

Board moved into public session at 6:10 p.m.

Moved by J. Thronberg, seconded by H. Gough **THAT the Board proceed with the CEO Employment contract as discussed.**

Carried.

ADJOURNMENT

Moved by J. Siemens, seconded by B. Bradshaw **THAT the Saskatoon Public Library Board does now adjourn at 6:11 p.m. to meet again on October 16, 2019, Frances Morrison Central Library, 311-23rd Street East, Saskatoon or at the call of the Chair.**

Carried.
