

The Saskatoon Public Library Board met on Wednesday, January 17, 2018, in the Meeting Room, Frances Morrison Central Library.

Present: Lisa Erickson, Vice Chair
Councillor Hilary Gough
Sheena Greer
Robyn Robertson
Carol Cooley, Director of Libraries & CEO
Janice Hiebert, Recorder

Guests: Janna Sampson, Director, Marketing & Communications
Sandra Libbey, Director, Finance & Administrative Services
Laura Warner, Director, Corporate Services & Facilities
Audrey Sanders, Director, HR
Beth Côté, Director, Public Services

Regrets: Candice Grant, Chair
John Thronberg

L. Erickson, the Vice-Chair, called the meeting to order at 4:02 p.m.

AGENDA

Additions to the Agenda:

None

Moved by S. Greer, seconded by R. Robertson **THAT the Agenda of January 17, 2018, be approved as circulated, including any items removed from or added to the Agenda.**

Carried.

Consent Agenda

Moved by H. Gough, seconded by S. Greer **THAT the Consent Agenda of January 17, 2018, be adopted as circulated, less any items requested for separate review and discussion.**

Carried.

Correspondence and Information

See Consent Agenda.

Previous Minutes

Moved by R. Robertson, seconded by S. Greer **THAT the Saskatoon Public Library Board minutes of November 15, 2017, and January 4, 2018, be adopted as circulated, including any revisions to be made.**

Carried.

No declaration of conflict of interest.

C. New Business

C.1 Board Meetings

At a special meeting on January 4, 2018, the Board indicated that they wished to discuss accessibility of Board agendas, minutes and members.

The board discussed how to improved minutes, make public agendas accessible and provide an avenue for contacting the Board through the library's website.

A recommendation was made to have the issue discussed by the Governance and Nominations Committee. Also, the Board will evaluate the effectiveness of the changes September.

Moved by R. Robertson, seconded by S. Greer **THAT the Board request administration to include more content in the minutes; that public Agendas, including reports, are posted on the website; and that a mechanism for contacting the Board is developed on the website.**

C.2 Intranet Board Page

Presentation by L. Warner. The Board can have their own page on the internal intranet to house documents such as minutes, board packages and reports. This page will eliminate the need for emailing board packages.

Committees will have private folders or sub-folders with the ability to restrict access as required. The private folders will facilitate work such as Board Recruitment and Board Self-Evaluation.

The Board agreed that this would assist them in carrying out their duties. Board Members will be advised when the page is ready to use.

C.3 Elections

The Board annually elects the Chair and Vice-Chair. H. Gough calls for nominations. C. Grant has agreed to put her name forward as Chair and has accepted in advance. R. Robertson nominated L. Erickson.

Moved by S. Greer, seconded by R. Robertson **THAT C. Grant is elected Chair and L. Erickson is elected Vice Chair.**

C.4 Committee Appointments

Our Resolutions state that the Governance & Nominations Committee recommends membership on Board Committees. To date, we have not operated in this way. Therefore the Committee will review and possibly revise the resolution to reflect our practice.

Committee Appointments include the following:

- Governance and Nominations Committee
- Personnel Committee
- SLTA Liaison
- Friends of the Library Liaison

The Board is expecting two new appointments and discussed the benefit of deferring new appointments until February. The current committees and liaison members will remain in effect until February.

Moved by S. Greer, seconded by R. Robertson **THAT the Board defer Committee Appointments to February 21, 2018.**

D REPORTS FROM THE BOARD

D.1 Chairperson Updates

None

D.2 SLTA Report

None

E REPORT FROM ADMINISTRATION

E.1 Director of Libraries & CEO Report

The Board asked about the SLTA meeting with the Minister of Education. C. Cooley clarified that the meeting was with the Minister and the Executive of SLTA. The meeting was not part of a consultation process. The consultation process hasn't taken place.

The Board asked how the Saskatoon Public Library thanks our donors. C. Cooley reported that we send a letter of thank you for an official tax receipt. Anything further would require the consent of the donor.

The Mobile Hot Spot Lending Program will soon launch. The program is intended for patrons who cannot afford the intranet. We will be partnering with a local agency to deliver the program.

L. Erickson thanked the Friends of the Library for their \$30,000 donation in support of STEAM programming. The Board expressed interest in attending the launch of the program.

E.2 Financial Reports

C. Cooley presented the November 2017 Forecast Report. The December report is not available due to year end and the audit.

Moved by S. Greer, seconded by H. Gough, **THAT the Reports from Administration be received as information.**

Carried.

UNFINISHED BUSINESS

F.1 Delegations

The Board reviewed the recommendations made by the Governance & Nominations Committee to modify the process for public delegations. The recommendation by the Committee is for the Board to make a motion immediately following each delegation, and follow up with a written response to the individual.

Moved by H. Gough, seconded by R. Robertson, **THAT the Saskatoon Public Library Board approve the changes to the Board Resolution relating to Open and Closed Board Meetings as recommended by the Governance Committee.**

F. 2 Board Self-Evaluation

The report outlining the changes to the Board Self Evaluation tool requires clarity. The Board asked that the report comes back in February with the proposed changes highlighted. The Board Self-Evaluation will be included as an agenda item in Unfinished Business in the February 21, 2018, Agenda.

IN-CAMERA SESSION

Moved by H. Gough, seconded by R. Robertson **THAT the meeting move in-camera for the purpose of addressing matters pertaining to Labour/Personnel under Sections 16(1)(c) of LAFOIPP and addressing matters pertaining to Economic/Financial-Land (Section 17(1)(d) and (e) of LAFOIPP.**

Board moved in-camera at 5:00 p.m.

Board moved into public session at 6:03 p.m.

RETURN TO PUBLIC SESSION

Moved by S. Greer, seconded by R. Robertson **THAT the Saskatoon Public Library Board move into public session at 6:03 p.m.**

Carried.

ADJOURNMENT

Moved by S. Greer, seconded by R. Robertson **THAT the Saskatoon Public Library Board does now adjourn at 6:03 p.m. to meet again Wednesday, February 21, 2018, at 4:00 p.m., Frances Morrison Central Library, 311-23rd Street East, Saskatoon or at the call of the Chair.**

Carried.
