

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

Present: Lisa Erickson, Vice Chair
John Thronberg
Robyn Robertson
Carol Cooley, Director of Libraries & CEO
Janice Hiebert, Recorder
Councillor Hilary Gough
Venkat Subramanian
Nicholas Kaminski

Guests: Janna Sampson, Director, Marketing & Communications
Audrey Sanders, Director Human Resources
Beth Côté, Director, Public Services
Laura Warner, Director, Corporate Services & Facilities
Kaytlyn Barber, KPMG

Regrets: Candice Grant, Chair
Cheryl Starr

L. Erickson, Vice Chair called the meeting to order at 4:03 p.m.

AGENDA

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

Carried.

Consent Agenda

Moved by Councillor Gough, seconded by V. Subramanian **THAT the Consent Agenda of October 17, 2018 be adopted as circulated, less any items requested for separate review and discussion.**

Carried.

Previous Minutes

Moved by V. Subramanian, seconded by J. Thronberg **THAT the Saskatoon Public Library Board minutes of September 19, 2018 be adopted as circulated, including any revisions to be made.**

Carried.

No declaration of conflict of interest.

B DEPUTATIONS/PRESENTATIONS/PUBLIC MEETING

None

C NEW BUSINESS

C.1 Writer in Residence

The Board welcomed Elizabeth Philips, Writer in Residence. E. Philips has authored four books of poetry and one novel and has taught at the Banff Centre a program for emerging writers. She is working on a second novel on Icelanders in Gimli, Manitoba based in 1968. There was a writer in residence welcoming reception in September. E. Philips is at SPL Monday and Tuesday each week and meets with four to five writers per day.

C. 2 Year End Transfers

C. Cooley reported that this a motion that had come before the Board for the last three years, the contribution to the Mayfair reserve is minor.

Councillor Gough asked what are our mechanisms for getting money into the reserve fund. C. Cooley responded it is by the budget and end of year transfers. C. Cooley also reported that the City Council bylaws that set up the maintenance reserves have a cap on what can be contributed on the levy.

R. Robertson asked what is the meaning of ever greening. C. Cooley responded as laptops or computers become obsolete we have the funds for replacement.

Moved by Councillor Gough, seconded by J. Thronberg, **THAT the Saskatoon Public Library Board receive this report as information and discussion; and that the Board deposit half of any year-end surplus into the IT Reserve and half into the Mayfair maintenance reserve.**

C.3 Cannabis

V. Subramanian would like to have considerations on cannabis given the new legalization that came into effect October 17, 2018.

C. Cooley stated that the Safe Use Bylaw addressed the use of cannabis by the public. In terms of employees, the framework for HR including policies is the next major project undertaken by Administration. There is the medicinal consumption component that needs consideration, but regarding recreational consumption, we would expect our employees not to come to work high. A. Sanders reported that we expect employees to come fit for work.

V. Subramanian reported that at his workplace over the last month has had a series of discussions on Cannabis use. The largest issue being, alcohol is easy to test, whereas with cannabis if you consume as prescription or recreationally, the effects live in your bloodstream for four days. If you consume cannabis on a Saturday, it is legal, but it can show up in a test days later. V. Subramanian would like to see how SPL's HR Policies would address this liability. He said SPL needs to be proactive and we cannot wait for policies to be completed.

L. Erickson has also had a number of communications regarding cannabis use. There is an opportunity for the employer to assert the fact that if you are using at work, that is an escalation and possibly an indication of substance addiction. It can be used as an opportunity to assert the fact that staff will be supported, that there are resources available.

A. Sanders has been monitoring the Canadian Urban Library Council HR group. There are additional articles where an employee was denied employment in a safety-sensitive position that tested positive. There will be evolving legislation and case law over the next five years.

V. Subramanian asked if there was a medium amongst the various libraries across Canada. C. Cooley responded yes, the Canadian Urban Library Council.

L. Erickson stated that the SPL Board in relation to this topic is risk, and not to become too operational in this discussion.

D. REPORTS FROM THE BOARD

D.1 Chairperson Updates

No report.

D.2 SLTA Report

L. Erickson stated there was an SLTA rep meeting in Regina. All the documents have been uploaded to the SLTA folder on the Board intranet page. L. Erickson encouraged all Board members to review the documents.

E. REPORT FROM ADMINISTRATION

E.1 Director of Libraries & CEO Updates

We are recruiting for the Senior Manager Planning. There is now an acting Senior Manager Access. There are still a number of paging vacancies primarily at FMCL. Managers and Directors are helping the paging backlog at FMCL.

C. Cooley also reported that the copyright act is a Federal Issue. The Canadian Urban Library Council is trying to get the Federal Government to address the copyright act and how it applies to digital materials. C. Cooley outlined issues related to copyright and digital materials that make it harder for libraries to acquire digital books by some authors.

L. Erickson thanked C. Cooley for her interview on CBC; it was a nice way to highlight the library and appreciated the information on Flipster.

Moved by J. Thronberg, seconded by Councillor Gough **THAT the Reports from Administration be received as information.**

Carried.

F. Business Carried Forward

F.1 Self Evaluation

L. Erickson gave the board a verbal update on the process going forward with the self-evaluation results and thanked the members who completed the form. Once responses are compiled, a summary without attribution is prepared for the Board, except the results on the Board Chair effectiveness shared with C. Grant. The Board will identify any matters requiring follow-up. Governance & Nominations will review the full report and flag any follow-up at the November meeting. If any Board members have questions about the Self Evaluation tool, please contact one of the Governance & Nominations Committee members, R. Robertson, J. Thronberg, or L. Erickson.

IN-CAMERA SESSION

Moved by J. Thronberg, seconded by N. Kaminski **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 4:15 p.m.

Board moved into public session at 6:15 p.m.

ADJOURNMENT

Moved by J. Thronberg, seconded by Councillor Gough **THAT the Saskatoon Public Library Board does now adjourn at 6:15 to meet again November 21, 2018 at 4:00 p.m., Frances Morrison Central Library, 311-23rd Street East, Saskatoon or at the call of the Chair.**

Carried.
