

SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, January 20, 2016 in the Board Room, Frances Morrison Central Library.

Present: Beverley Brenna Councillor Mairin Loewen
 Lisa Erickson Lukas Miller
 Candice Grant Carol Cooley, Director of Libraries & CEO
 Sheena Greer Della Kurulak, Recorder
 Karen Harilstad

Regrets: Robyn Robertson

Note: C. Grant left the meeting at 4:37 p.m.

Councillor M. Loewen, Acting Chair called the meeting to order at 4:03 p.m.

ELECTIONS

Councillor M. Loewen called for nominations for the position of Chair.

 K. Harilstad nominated L. Erickson.

 L. Erickson declined the nomination.

 L. Erickson nominated C. Grant

 Moved by S. Greer, seconded by B. Brenna, **THAT nominations cease.**

 Carried.

 C. Grant was elected Chair.

Councillor M. Loewen called for nominations for the position of Vice Chair.

 C. Grant nominated L. Erickson.

 Moved by S. Greer, seconded by B. Brenna, **THAT nominations cease.**

 Carried.

 L. Erickson was elected Vice Chair.

At 4:06 p.m. Councillor M. Loewen stepped down as Acting Chair.

At 4:06 p.m. C. Grant, Chair.

AGENDA

C. Cooley asked that item D.9 be tabled.

Moved by K. Harilstad, seconded by S. Greer **THAT the Agenda of January 20, 2016, be approved as amended, including any items removed from, or added to the Agenda.**

 Carried.

L. Erickson asked that Correspondence be included as part of the Consent Agenda.

Moved by Councillor M. Loewen, seconded by L. Miller **THAT the Consent Agenda of January 20, 2016 was adopted as circulated, less any items requested for separate review and discussion and that Correspondence be added to the Consent Agenda.**

Carried.

PREVIOUS MINUTES

Moved by L. Erickson, seconded by S. Greer **THAT the Saskatoon Public Library Board minutes of November 18, 2015 be adopted as circulated, including any revisions to be made.**

Carried.

Moved by K. Harilstad, seconded by L. Erickson **THAT the Saskatoon Public Library Board minutes of December 15, 2015 be adopted as circulated, including any revisions to be made.**

Carried.

No declaration of conflict of interest.

NEW BUSINESS

Committee & Other Appointments

The Saskatoon Public Library Board received the report for information, discussion and action.

Appointments:

Committees

1. Finance & Budget Committee – Full Board
2. Governance & Nominations Standing Committee – L. Erickson, K. Harilstad, L. Miller
3. Personnel Standing Committee – Councillor M. Loewen, C. Grant, B. Brenna
4. Buildings & Grounds – Ad Hoc – R. Robertson, C. Grant, Y. Martel

Liaison Roles

1. Friends of the Library – S. Greer
2. Saskatchewan Library Trustees Association (SLTA) – L. Miller

The Writer in Residence will now be a SPL staff member liaison role.

Branch in Stonebridge-Budget

Moved by S. Greer, seconded by B. Brenna **THAT the Saskatoon Public Library Board receive this report for information; and that the Saskatoon Public Library Board approve the expenditure of up to \$150.00 per square foot for the fit up of the new Branch in Stonebridge or an additional \$50.00 per square foot; and that the funds come from the Capital Expansion Fund.**

Carried.

Carllyle King Branch Renovation

Moved by K. Harilstad, seconded by B. Brenna **THAT the Saskatoon Public Library Board receive this report as information; and that the Saskatoon Public Library Board approve the expenditure of \$35,000 to cover the outstanding cost overruns for the Carllyle King Branch renovations; and that these funds be taken from the Equipment Replacement Reserve.**

Carried.

C. Grant, Chair left the meeting at 4:37 p.m.

At 4:37 p.m. L. Erickson stepped in as Acting Chair.

Board Bylaws

The Governance & Nominations Committee will draft a conflict of interest document and review Committee Membership.

Moved by Councillor M. Loewen, seconded by S. Greer **THAT the Saskatoon Public Library Board receive this report for information and discussion; and that the Saskatoon Public Library Board adopt the Bylaws as presented with particular clauses being brought back to the Board for future approval.**

Carried.

Governance & Nominations Committee Terms of Reference

Moved by S. Greer, seconded by B. Brenna **THAT the Saskatoon Public Library Board receive this report for information and discussion; and that the Saskatoon Public Library Board adopt the Governance and Nominations Committee Terms of Reference as presented.**

Carried.

Strategic Plan

Moved by L. Miller, seconded by S. Greer **THAT the Saskatoon Public Library Board receive this report for information and discussion; and that the Saskatoon Public Library Board approve the revised Strategic Plan work plan and the additional expenditure up to \$11,000.00; and that the additional funds required for the expanded work plan be approved and charged to the New Central Library Reserve.**

Carried.

Stonebridge – Opening Day Collection

Moved by K. Harilstad, seconded by B. Brenna **THAT the Saskatoon Public Library Board transfer the Stonebridge unspent opening day collection funds in the amount of \$50,000 into the Stabilization Reserve and withdraw these funds for expenditure in 2016.**

Carried.

Reserve Funds

Moved by K. Harilstad, seconded by S. Greer **THAT 618,900.00 be transferred back from the City to the Library into the Stabilization Reserve; and that \$35,000 be transferred from the stabilization reserve to the equipment replacement reserve to fund the Carlyle King expansion additional costs; and that \$420,000.00 be transferred from the Stabilization Reserve to the Capital Expansion Reserve to fund additional costs for the new branch in Stonebridge; and that any excess funds remain in the Stabilization Reserve until the Board determines further transfers.**

Carried.

REPORTS FROM THE BOARD

Chairperson Updates

No report.

Saskatoon Library Trustees Association (SLTA) Report

SLTA is undertaking a letter writing campaign regarding why your library matters to you and why you believe libraries in this province need more funding. S. Greer, with the assistance of Councillor M. Loewen and C. Cooley, will draft and send the letter on behalf of the Saskatoon Public Library Board.

REPORT FROM ADMINISTRATION

Director of Libraries & CEO Updates

The Director of Libraries & CEO report was shared with the Board. C. Cooley verbally updated the Board on discussions held with SSG Security; the revised Board Handbook. The Performance Measures report was distributed. 2015's data will form a baseline. We have more work to do with respect to measuring outcomes and impacts. We'll commence this work later in the year when the new Director, Corporate Services is in place. L. Erickson asked if we can benchmark ourselves against other libraries. C. Cooley replied that we have data collected by the Canadian Urban Libraries Council (CULC) and when the 2014 statistics are released we'll be able to provide reports to the Board.

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

Carried.

Variance and Yearend Projections

The Board received the SPL 2015 Year End Projections – period ending Nov. 30, 2015; SPL 2015 Year End Projections – significant changes from October to November; SPL 2015 Year End Projections – period ending Dec. 31, 2015; and SPL 2015 Year End Projections – significant changes from October to December reports.

C. Cooley informed the Board that she had thanked K. Tarasoff and M. Totland for their assistance. City of Saskatoon staff developed the report for us and we'll use it on a go-forward basis.

Moved by B. Brenna, seconded by S. Greer **THAT the variance and yearend projection reports be received as information.**

Carried.

CONSENT AGENDA

Minutes

The Board approved the Governance Committee minutes dated December 16 2015 and January 6, 2016.

Reports

The Board approved the Writer in Residence Interim Report.

Correspondence and Information

See Consent Agenda

IN-CAMERA SESSION

Moved by Councillor M. Loewen, seconded by B. Brenna **THAT the meeting move in-camera for the purpose of addressing matters pertaining to Economic/Financial – Land matters as permitted under Sections 17(1)(d) and (3) of LAFOIPP and Labour/Personnel matters as permitted under Section 16(1)(c) of LAFOIPP.**

Carried.

Board moved in-camera at 5:30 p.m.

Board moved into public session at 5:53 p.m.

Moved by S. Greer, seconded by B. Brenna **THAT the Saskatoon Public Library Board approve funds up to \$75,000 for the New Central Library Project to be taken from the New Central Library Reserve; and that the Saskatoon Public Library Board approve the assessment of nine scenarios as discussed.**

Carried.

Moved by S. Greer, seconded by B. Brenna **THAT the Saskatoon Public Library Board retain the services of Mr. Wilson, Q.C. regarding the personnel matter as discussed and that the Board Chairperson act as the point person on this matter.**

Carried.

NOTICE OF MEETING DATES

The next Saskatoon Public Library Board meeting will be held Wednesday, February 17, 2016 at Frances Morrison Central Library.

ADJOURNMENT

Moved by B. Brenna **THAT the Saskatoon Public Library Board does now adjourn at 5:57 p.m. to meet again February 17, 2016 at 4:00 p.m., Frances Morrison Central Library, 311-23rd Street East, Saskatoon or at the call of the Chair.**

Carried.