

Woodstock Public Library Board
Meeting Minutes
September 8, 2020

A regular meeting of the Woodstock Public Library Board was held on September 8, 2020 at 4:00 pm, virtually via Zoom technology (link provided publicly).

a) The following Board members were present:

Ken Whiteford, Chair
Ross Gerrie, Vice-chair
Mary Anne Silverthorn, Trustee
Dr. Vanessa Vogwill, Trustee
Councillor Connie Lauder
Councillor Deb Tait
Mayor Trevor Birtch

b) The following Board members sent regrets:

None

c) The following persons were also present:

David Harvie, CEO
Lori Peixoto, Recorder

1. Call to Order/Chairperson's Remarks

The Chair called the meeting to order at 4:00 pm.

2. Approval of the Agenda

Motion 20-41

The Chair noted an amendment to the Agenda to include the letter of resignation of Trustee Vogwill under Consideration of Correspondence.

MOVED by Trustee Silverthorn and seconded by Councillor Lauder to approve the Agenda as amended.

Motion carried.

3. Declaration of Conflict of Interest

None.

4. Minutes of the Meeting of June 9, 2020

Motion 20-42

MOVED by the Vice-chair and seconded by Mayor Birtch to approve the Minutes of the Meeting of June 9, 2020.

Motion carried.

5. Business Arising from the Minutes

None.

6. Board Education

None.

7. Consideration of Correspondence

The Chair brought to the Board's attention the letter of resignation of Dr. Vanessa Vogwill of the Woodstock Public Library Board. The Chair stated that Trustee Vogwill had made a significant contribution to this Board and the community, and that it would be appropriate to accept her resignation, with regret.

Motion 20-43

MOVED by Councillor Lauder and seconded by Trustee Silverthorn to accept the resignation of Trustee Vogwill.

Motion carried.

8. Administrative Reports

a) Monthly Reports

i. Report of the Chief Executive Officer for Summer, 2020

The CEO reflected on the breakdown of Library phases during the onset of the pandemic.

The CEO reported that the two new self-check units had been delivered in July, and the Manager of Operations would be working with a technician on installation.

The CEO reported that the provincial grant had been received as well as confirmation of a grant from Hydro One that applied to a lighting upgrade from 2018. Other grant opportunities would be pursued in the hope of moving forward with a partnership project

with United Way that includes iPads being provided to local senior agencies.

ii. Report of the Manager of Public Services for Summer, 2020

There were no questions or comments.

b) Statistics: Library Systems Activities for June, July, August, 2020

The Chair noted that statistics were down, as expected, during the pandemic.

c) Policy Review

i. Board Report – Safety and Conduct of Children in the Library

The CEO noted examples of past incidents when a guardian would ask Library staff to mind their child while they left the building, and children left unsupervised that led to graffiti and damage of materials.

Trustee Vogwill suggested a slight change to the wording of the policy, noting that Library staff would use their best judgement when determining the age and appropriateness of children unsupervised in the Library, and when to intervene.

ii. Policy – Safety and Conduct of Children in the Library

Motion 20-44

MOVED by Trustee Vogwill and seconded by Mayor Birtch to approve the Safety and Conduct of Children in the Library policy.

Motion carried.

9. Committee Reports

a) Southern Ontario Library Service Trustee Council

Trustee Vogwill discussed the last virtual session held on June 25th. Since that time, there have been general emails sent within the Trustee group. Trustee Vogwill noted that there would be a full-day virtual session in September, with some items being discussed at previous sessions.

There were no further questions or comments from the Board.

b) Health and Safety

No report.

c) Grievance

No report.

10. Finance

a) Treasurer's Report

Financials were not provided by City Treasury in time for the meeting.

11. New Business

a) Oxford County Municipalities Service Review

i. Board Report – Regional Review Recommendations

The CEO noted that the recommendations were included in the Board package, and offered a breakdown of the information provided including the possibility of reciprocal borrowing with other libraries.

The Board was not in favour of pursuing a reciprocal borrowing program.

ii. Final Report – Oxford County Municipalities Service Review

Motion 20-45

MOVED by Councillor Tait and seconded by the Vice-chair to receive the Oxford County Municipalities Service Review report as information.

Motion carried.

b) Board Report – RFPs Building Expansion Feasibility Study

Discussion was had, and all agreed that the CEO would go back to the recommended company and discuss the award with the recommendation that work not commence until 2021. The CEO will report back to the Board at its regular meeting in October, 2020.

12. Notices of Motion

None.

13. Attachments

a) *Overdue: Throwing the book at libraries; The Globe and Mail; July 25, 2020*

- b) *CULC/CBUC Response to Globe and Mail article*; July 27, 2020
- c) *How libraries play a vital role in restoring the economy*; The Globe and Mail; July 28, 2020
- d) *CFLA-FCAB Response to Globe and Mail*; Canadian Federation of Library Associations; August 4, 2020
- e) *Lend Me Your Ear – In defence of public libraries*; Literary Review of Canada; September, 2020

The Chair noted the ongoing debate with those who feel libraries are hurting the publishing business.

The CEO discussed the history of Woodstock's local book store and the Library, noting various partnerships with special events (i.e. IFOA – International Festival of Authors).

Trustee Vogwill ended the discussion with offering accolades to Library staff for continuing to offer valuable services during the pandemic.

14. Committee of the Whole In Camera

The Board did not move into the Committee of the Whole In Camera.

15. Next Meeting

Tuesday, October 13, 2020, at 4:00 p.m. The Chair asked if there was possibility for an in-person meeting for October, and the CEO noted that they would investigate options in the community for such.

Prior to adjournment, the Mayor offered to speak on the resignation of Trustee Vogwill.

“Vanessa, as Mayor of the City of Woodstock, thank you for your contributions, giving of yourself, talent, and time to make the Library and community the friendly place we're known for. As we move forward, when the time is right, and grand unveilings take place with expansion, we will keep in touch with you so that you can be a part of that. Thank you.”

Discussion was had with members of the Board regarding Trustee Vogwill's significant contributions over the past twenty months, and some tokens of gratitude were presented to Trustee Vogwill.

Trustee Vogwill spoke about her time on the Board, noting her enjoyment with good discussions and debates. Trustee Vogwill stated that the arts are so

important as they encourage critical thinking, and are precious resources to hold onto.

16. Adjournment

MOVED by Mayor Birtch that the meeting adjourn at 5:15 p.m.

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Mission

A welcoming place to create, connect and explore.