



King Township Public Library Board Meeting
MINUTES – Tuesday, September 15, 2020
Virtual Meeting

Board Present:	Michael Presta, Aleisha Richards, Councillor David Boyd, Phyllis Vernon, Councillor Jordan Cescolini, Irene deGeus
Staff Present:	Rona O'Banion (CEO), Adele Reid, Kelley England, Kate Gibson, Domenica Lollo, Mark Cornell
Regrets:	∅
Guests:	Chris Fasciano

1.	Call to Order Chair Michael Presta called the meeting to order at 6:16 p.m.
2.	Agenda
2.1	Approval of the Agenda Motion 2020-09-01: Agenda <i>Moved by Aleisha Richards, seconded by Irene deGeus, that the agenda be approved. Carried.</i>
2.2	Declarations of conflict of interest ∅
2.3	Approval of the minutes from June 16, 2020 Motion 2020-09-02: Minutes from June 16, 2020 <i>Moved by Aleisha Richards, seconded by Irene deGeus, that the minutes be received and approved as presented. Carried</i>
3.	Business Arising from the Minutes
3.1	Update on King City Project – Verbal Chris Fasciano updated the Board on the status of the new King City Library branch and was pleased to announce occupancy should take place once final inspections have been approved, which will hopefully be within the coming weeks. In the meantime, the KTPL King City temporary location continues to operate with curbside pickup service. Board members were pleased to hear the news and requested a site visit once we gain occupancy and it is safe to enter the building.

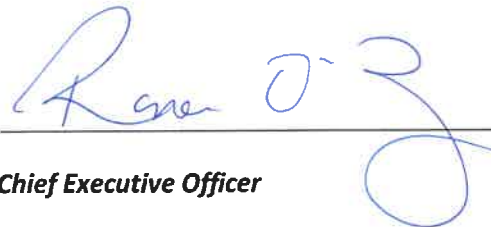
3.2	<p>COVID-19 Phase 2 Stage 3 Library Reopening Plan - Verbal</p> <p>The CEO informed the Board that the Library continues to align with the reopening plans set forth by Council and the Township. Council will be revisiting the re-opening strategy at the meeting on September 21. It's anticipated that the Trisan Centre will be opening to the public by the end of the month with additional facilities opening incrementally and offering scaled back services.</p> <p>The Library would be part of the second round of facility re-openings, anticipated for mid-October. The Nobleton branch would be the first to open with limited services and restricted occupancy.</p> <p>Motion 2020-09-03: COVID-19 Phase 2 Stage 3 Library Reopening Plan</p> <p><i>Moved by Councillor David Boyd, seconded by Aleisha Richards, that the Board approve the proposed Phase 2 Stage 3 Re-opening Plan as presented, which includes opening branches incrementally and in alignment with the Township, providing all required Health & Safety requirements can be met. Carried.</i></p>
3.3	<p>Report on Alternative Library Service Models for the Ansnorveldt Community</p> <p>The CEO presented a number of alternative library service models for the Board's consideration. They included a book kiosk and book mobile, but the most sustainable and cost-effective option was a customized solution that transforms the existing Ansnorveldt Library into a self-service holds pickup depot. This model would allow eligible patrons swipe card access to the retrofitted building 24/7, to pick up their pre-selected material at their convenience.</p> <p>This model was the most preferred option since it would still provide access to the services most used by Ansnorveldt residents, while also proving to be most cost effective, significantly reducing operating costs and allowing for the redeployment of funds to meet the Board's strategic priorities.</p> <p>Motion 2020-09-04: Alternative Library Service Models for the Ansnorveldt Community</p> <p><i>Moved by Aleisha Richards, seconded by Phyllis Vernon, that the Board support the staff recommendations for the alternate service model, namely the Self-serve Holds Pickup model, pending the final decision made at the October 2020 Board Meeting, where interested members of the public will be invited to attend the virtual meeting to provide comments. Carried.</i></p> <p>7:10 p.m. - Chris Fasciano exited the meeting</p>
4.	<p>Correspondence</p>
4.1	<p>Ø</p>
5.	<p>Finance Reports</p>
5.1	<p>Monthly Financial Report to August 31 & Year-to-date Financial Statement</p> <p>Adele Reid reviewed the Financial report for August and reported on the year-to-date financial statement.</p>

		<p>Motion 2020-09-05: Monthly Financial Report to August 31/20 & Year-to-date Financial Statement</p> <p><i>Moved by Aleisha Richards, seconded by Phyllis Vernon, that the monthly financial reports and year-to-date financial statement be received for information as presented. Carried.</i></p>
6.		Policy Review & Development
	6.1	Ø
7.		Staff Reports
	7.1	<p>Programming, Community Engagement & Marketing Report</p> <p>The Programming, Community Engagement & Marketing Report for the period of June 13 through to September 11, 2020 was received for information.</p>
	7.2	<p>Administrative & Branch Services Report</p> <p>The Administrative & Branch Services Report for the period of June 13 through to September 11, 2020 was received for information.</p>
	7.3	<p>Content & Information Technology Report</p> <p>The Content & Information Technology Report for the period of June 13 through to September 11, 2020 was received for information.</p>
		<p>Motion 2020-09-06: Staff Reports – September 2020</p> <p><i>Moved by Aleisha Richards, seconded by Phyllis Vernon, that the Board receive all staff reports as presented for September 2020. Carried.</i></p>
8.		New Business
	8.1	<p>Future Hours of Operation Post-COVID-19 Report</p> <p>The Board reviewed the Staff plan for revised future hours of operations (post COVID-19) for the library branches. Approval of the proposed future hours will assist and inform the Library’s current recruitment process.</p> <p>After significant discussion, the Board requested Staff update the plan so that the three branches in the larger villages all open on Sunday afternoons between October and May.</p> <p>The CEO noted that the issue of opening on Sundays in general may have to be revisited during the 2021 Budget process, if service reductions are required.</p>
		<p>Motion 2020-09-07: Future Hours of Operation Post COVID-19 Report</p> <p><i>Moved by Councillor David Boyd, seconded by Aleisha Richards, that the Board receive the Future Hours of Operations Post COVID-19 report and approve the new system-wide operating hours as amended. Carried.</i></p>

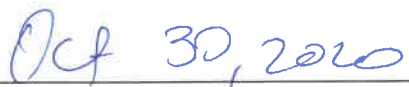
	<p>8.2 PressReader Demo</p> <p>Kate Gibson provided a demonstration of PressReader, a new digital platform available to all registered library users, effective September 1, 2020. PressReader provides unlimited access to thousands of magazines and newspapers from around the world, accessible from most devices including laptops, tablets and cell phones.</p>
	<p>8.3 King City Library Branch Property*</p> <p>The CEO explained to the current Board that prior to construction of the new King City branch, the former KTPL Board agreed to transfer title to the property of 1970 King Road to the Township of King. However, to-date the transfer has still not occurred. Chris Fasciano advised that he is in the process of engaging the Township lawyers to complete this transaction as soon as possible. The previous KTPL Board recommended and motioned in favour of the transfer of title during at an <i>In-Camera Session</i> held during the May 2017 Board meeting (Motion #2017-5-07).</p> <p>*This item was discussed earlier in the evening, prior to Chris Fasciano, Director of Community Services, leaving the meeting.</p>
9.	<p>Adjournment</p>
	<p>Motion 2020-09-08: Adjournment</p> <p><i>Moved by Phyllis Vernon, seconded by Aleisha Richards, that the meeting be adjourned. Carried.</i></p> <p>The meeting adjourned at 8:20 p.m.</p>



Chair



Chief Executive Officer



Date