

**Minutes of the Wasaga Beach Public Library Board Meeting
April 22, 2024– 6:00 p.m.
Library Group Study Room**

ATTENDANCE: Chair Lorraine Gruzuk, Vice-Chair Jody Mayhew, Patricia Copeland, Peggy Harris, Barbara Kodors, Corrine Lalonde, Shann Leighton, Susan Reynolds, Rosanna Vryvogel, Council Representative Ellen Timms

REGRETS:

STAFF: Pamela Pal, Brittany Pampalone

1. CALL TO ORDER

RESOLUTION 40-24

Moved by: C. Lalonde

Seconded by: P. Harris

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board opens at 6 p.m.

CARRIED

2. LAND ACKNOWLEDGMENT

- The Land Acknowledgement was read.

3. APPROVAL OF AGENDA

RESOLUTION #41-24

Moved by: S. Leighton

Seconded by: R. Vryvogel

BE IT RESOLVED THAT the Wasaga Beach Public Library Board approve the Agenda as AMENDED.

CARRIED

ACTION: add 11. Correspondence – Email from FOPL Executive Director
13. 2 New Business: Library Clothing

4. PRESENTATIONS/DELEGATIONS

- None.

5. DECLARATION OF PECUNIARY CONFLICT OF INTEREST

- None.

6. ADOPTION OF MINUTES OF MARCH 25, 2024

- The minutes were reviewed by the WBPL Board.



7. ADOPTION OF MINUTES OF APRIL 9, 2024

- The minutes were reviewed by the WBPL Board

RESOLUTION #42-24

Moved by: S. Reynolds

Seconded by: J. Mayhew

BE IT RESOLVED THAT the minutes from the March 25 Regular, and April 9 Special Meetings of the Wasaga Beach Public Library Board be adopted as CIRCULATED.

CARRIED

8. BUSINESS ARISING

- As requested on March 25, 2024, P. Pal shared facility operating statements with Board members.

9. FINANCIAL REPORT

9.1 Approval of Payment of Accounts

- Board members inquired about anomalies observed and requested that P. Pal follow-up with the Finance Department.

ACTION: P. Pal to request clarification on funds carried over from 2023.

RESOLUTION #43-24

Moved by: C. Lalonde

Seconded by: S. Leighton

BE IT RESOLVED THAT the January, February and March 2024 Financial Reports as presented, with queries noted for the CEO to review with the Finance Department.

CARRIED

9.2 Statement of Operations

- The Statement of Operations was presented.

9.3 Business Arising: Financial Reports

- None.

10. REPORTS

10.1 Board Chair/Vice Chair

- J. Mayhew thanked Board members for making the April 19 Recognition Event so wonderful for past Board members and Friends of WBPL.
- L. Gruzuk thanked the event committee and the volunteers for their efforts in making it a memorable celebration.



- The Board and Friends Recognition event cost approximately \$1,500 with \$500 in funding provided by the Town.
- L. Gruzuk reminded members about the Friends of the Library Mother’s Day Tea on May 4, as well as the Friends book sale over the May long weekend.
- L. Gruzuk informed members that the MOU between the WBPL Board and Town will be on the Council Agenda on April 25.
- L. Gruzuk proposed an earlier Board Meeting start time of 4 p.m. as other Town Committee meetings are generally scheduled during working hours.

RESOLUTION #44-24

Moved by: R. Vryvogel

Seconded by: E. Timms

BE IT RESOLVED THAT the May, June, and August 2024 Board Meetings begin at 4 p.m.

CARRIED

10.2 **CEO**

- P. Pal responded to Board queries regarding Q1 operations as well as future programming.

RESOLUTION #45-24

Moved by: B. Kodors

Seconded by: S. Leighton

BE IT RESOLVED THAT the CEO March 2024 Update Report be received.

CARRIED

10.3 **WORKING GROUPS**

- **Personnel**
This report was deferred to the next Board meeting, May 27, 2024.
- **Finance**
Working Group representative, B. Kodors outlined that at the Group’s meeting on April 17, it was determined that the Board needs to start thinking long term and planning now for the future. She addressed a need for a financial plan to support future library needs and growth.
- **Policy**
The Working Group will meet on April 25 at 2 p.m.

10.4 **COUNCIL REPRESENTATIVE**

- Councillor E. Timms provided members with insight into recent municipal achievements of note.



11. CORRESPONDENCE

11.1 FOPL LETTER

- P. Pal distributed an email from Dina Stevens, Executive Director of the Federation of Ontario Public Libraries (FOPL) that announces additional Ministry of Tourism, Culture and Sport funding for First Nation Libraries in Ontario.

12. FOLLOW-UP BUSINESS

- None.

13. NEW BUSINESS

13.1 2024 ACTION PLAN

RESOLUTION #46-24

Moved by: C. Lalonde

Seconded by: P. Harris

BE IT RESOLVED THAT the report titled 2024 Action Plan- First Quarter Update be received for information.

CARRIED

13.2 LIBRARY CLOTHING

- P. Pal explained that library staff are ordering jackets and hats to be worn on the Bookmobile and offered Board members the opportunity to order library branded clothing.

14. CLOSED SESSION

RESOLUTION #47-24

Moved by: E. Timms

Seconded by: S. Leighton

BE IT RESOLVED THAT the WBPL Board move into Closed Session at 7:07 p.m. to discuss a personnel matter involving an identifiable individual.

CARRIED

RESOLUTION #49-24

Moved by: C. Lalonde

Seconded by: S. Reynolds

BE IT RESOLVED THAT the WBPL Board return from Closed Session at 8 p.m.

CARRIED

RESOLUTION #50-24

Moved by: C. Lalonde

Seconded by: B. Kodors

BE IT RESOLVED THAT the WBPL Board directs the CEO to act on the personnel matter as approved by the motion in the Closed Session.

CARRIED



15. **Date of the next meeting: May 27, 2024 @ 4 p.m.**

16. **MEETING ADJOURNED**

RESOLUTION #51-24

Moved by: P. Harris

Seconded by: S. Reynolds

BE IT RESOLVED THAT the regular meeting of the Wasaga Beach Public Library Board is adjourned at 8:05 p.m.

CARRIED

