



**Owen Sound & North Grey Union Public Library Board
Minutes**

**September 28, 2023 6:00 p.m.
Library Board Room**

MEMBERS PRESENT:

Richard Thomas, Chair (City of Owen Sound)
Rosemary Buchanan, Vice-Chair (Township of Georgian Bluffs)
David Adair (City of Owen Sound)
Deborah Eaton (City of Owen Sound)
Marion Koepke (City of Owen Sound, Councillor)
Elizabeth Thompson (Township of Chatsworth, Councillor)

MEMBERS ABSENT/REGRETS:

Frank Emptage (Meaford Public Library)
Nancy Shaw (City of Owen Sound)
Ryan Thompson (Township of Georgian Bluffs, Councillor)

STAFF PRESENT:

Tim Nicholls Harrison, CEO
Lindsey Harris, Administrative & Facilities Manager

GUESTS PRESENT:

None

COMMENCEMENT: 6:08 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:08 p.m.

2. ADDITIONAL ITEMS

None

**3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE
THEREOF**

None

4. CONFIRMATION OF MINUTES

39-23 Moved by Marion Koepke THAT the minutes of the Annual General Meeting held June 29, 2023 of the Library Board be received as information.

Carried.

40-23 Moved by Marion Koepke THAT the minutes of the June 29, 2023 meeting of the Library Board be approved as presented. Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

None

6. CORRESPONDENCE

Harris reported that there was one item of correspondence circulated in the package.

6.1 Thank You: A thank you card was received from Gwen Turner, former Library Staff member.

7. REPORTS AND MATTERS TABLED

7.1 Board Chair's Report

No report.

7.2 CEO's Report

"Libraries store the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve, and contribute to improving our quality of life." – Sidney Sheldon

7.2.1. Library Service Index: Please see the attached performance report.

7.2.2. Key Statistics: Our total library membership has improved to 10,421 which is approximately 20% more than the same time last year. In August, we had 17,052 library visits and circulated 27,482 materials; both are significant improvements over the same time last year. Patrons used an additional 2,341 materials within the library during the month. There were 4,574 uses of technology. Our online outreach totaled 31,895. The library provided information assistance 2,727 times. We are pleased to see services levels returning to pre-pandemic numbers.

7.2.3. Entrance to the TOM: The TOM's accessibility project continues. The front entrance will be available soon. The elevator part of the project will take longer.

7.2.4. Book Vending Machine Project: We have been working with staff at Georgian Bluffs and Chatsworth about the book vending machines. We are waiting on the electrical and WIFI requirements at this moment. We have been working out the logistics needed to include the vending machines contents in our integrated library system (catalog / database). The stations will include a book vending machine that is accessed by using our library card, a book drop for materials to be returned and a screen displaying library programs and services.

7.2.5. Meeting with Meaford Public Library: On September 12th, I met with Lynne Fascinato, Acting CEO/Manager, Library Services at the Meaford Public Library and Matt Smith, Interim CAO / Clerk / Director of Community Services at the municipality of Meaford. The Meaford Public Library Board will be considering the service agreement which can be extended by notifying us prior to September

30th. The meeting was productive and we looked at a few ways to better support both libraries.

7.2.6. Staff Anniversaries: We extend congratulations to Roger Hannon, Christina Mollon, Sharon Wagenaar, Lindsey Harris, Dale Albrecht, Tammy Cruickshank, Renata Libicz, Shauna Doyle, Cvitka Marun, Rebecca Steer, Sarah Chamberlain, Sidney Pettit, Arwen Greenwood, Cassie Wood, Ben Lyons, Susan DeRooy, Stephanie Park, Luke House, Lindsay Schlonies and Sophie Lanthier on their work anniversaries. We thank them for contributing their time, effort, skills and talents!

Dale Albrecht	Technical Services	13 years
Sarah Chamberlain	Public Services	3 years
Tammy Cruickshank	Adult Learning Services	8 years
Susan DeRooy	Adult Learning Services	3 years
Shauna Doyle	Public Services	10 years
Arwen Greenwood	Public Services	3 years
Roger Hannon	Adult Learning Services	27 years
Lindsey Harris	Admin	16 years
Luke House	Public Services	2 years
Sofie Lanthier	Public Services	2 years
Renata Libicz	Public Services	6 years
Ben Lyons	Admin	3 years
Cvitka Marun	Public Services	6 years
Christina Mollon	Technical Services	22 years
Tim Nicholls Harrison	Admin	35 years
Sydney Pettit	Public Services	1 year
Stephanie Park	Public Services	1 year
Lindsay Schlonies	Public Services	1 year
Rebecca Steer	Public Services	4 years
Sharon Wagenaar	Youth Services	19 years
Susan White	Adult Learning Services	15 years
Cassie Wood	Youth Services	3 years

7.2.7. Appreciation for Our Summer Students: We'd like to thank Grace Pellizzer and Laura Yeo for all their help this summer. Without their skills and hard work, we would be challenged to provide the quantity and quality of summer programming that happens at the library. We appreciated Laura and Grace's enthusiasm, dedication, and good humour. We wish them the very best with their academic pursuits at university.

7.2.8. Planned Giving Allocation: We were pleased to learn that we have received \$1,115.80 from the Mabel Richardson Foundation. The funds were deposited as per the Donation Allocation Policy.

41-23 Moved by Elizabeth Thompson THAT the Library Board extend its sincere appreciation to The Mabel Richardson Foundation for the continued financial support. Carried.

7.2.9. TD Summer Reading Program: Thanks to the 268 library members (up 16% from last year) in our TD Summer Reading Club! Together we logged **4970** books! This is 17% more books than 2022. Congratulations! Special thanks to youth services staff for making the summer reading program such a success.

7.2.10. Welcoming Week: This annual event led by the Grey Bruce Immigration Partnership (GBIP) recognizes and celebrates the importance of inclusion and welcoming of newcomers to our communities. Try a quiz to test your knowledge of newcomers to Canada, Ontario, and Grey Bruce and receive a pen with stylus from GBIP! Check out our book displays at the Library, and <https://osngupl.bibliocommons.com/list/share/2022422929/2379290609> for other recommended titles.

7.2.11. Library of Things - Memory Kits: We are pleased to add Memory Kits to our collection. The kits contain books, games, puzzles, and other items to encourage social engagement for those with cognitive impairment (including dementia) and their care partners. Activities in the kits are intended to spark discussion, stimulate memories and encourage communication. We thank the Alzheimer Society Grey Bruce for their assistance and direction in assembling kits.

7.2.12. OPEN Card Update: As the OPEN Team, the four cultural institutions have been working together to enhance programming and service delivery to benefit our shared public. Initiatives have included the launch of the OPEN card program for local residents, the development and promotion of a pollinator corridor utilizing some of our outdoor spaces, the facilitation of a Pollinator Symposium, and the co-ordination of a community lens project focusing on working with those experiencing housing challenges to assist them in sharing their stories, creativity, and vision.

7.2.13. Native Seeds Initiative: Regenerate Grey Bruce is bringing together a community around native seed collection. Before planting, seeds need to be "stratified" - that means we "trick" seeds into believing they overwintered outdoors. In November, we will be working with Regenerate Grey Bruce to host a workshop that is targeted to librarians and the seed libraries across Grey and Bruce counties.

7.2.14. Wellness Walkabout: On Saturday, September 23rd from 10:00 am - 4:00 pm, the library is pleased to be part of a downtown walking tour of health and wellness opportunities. At different locations, participants can find demonstrations, product samples, health talks, classes and other resources. Visit the library and learn about the health and wellness materials available here. Special thanks to Erin Isaacs for her outstanding work on this project.

7.2.15. Poet Laureate - Call for Applications: The Owen Sound Poet Laureate carries out a number of official duties and acts as an ambassador for poetry and literary arts within the community. Selection of the Poet Laureate is based on writing skills, publications, public speaking, performance ability, communication and interpersonal skills. Short-listed finalists will be interviewed by the Poet Laureate

Advisory Committee. All applicants must be 18 years of age or older. Applications must be emailed to info@library.osngupl.ca and an application package must be delivered to the library no later than 4:00 pm on October 31st.

7.2.16. National Day for Truth and Reconciliation – September 30: The day has been declared as a day to “honour survivors, their families, and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process”. To help acknowledge and commemorate this day, we will highlight library resources available to the public.

7.2.17. September 30th Program – Silence to Strength: On Saturday, September 30th at 7 pm, we will host a special program on Zoom. In Silence to Strength: Writings and Reflections on the 60s Scoop, editor Christine Miskonoodinkwe Smith gathers together contributions from seventeen Sixties Scoop survivors. These courageous writings show there is strength in telling story, and power in ending the silences of the past. We thank Kegedonce Press for helping us set up this evening with Christine and some of the contributors to Silence to Strength.

7.2.18. Words Aloud: Spoken Word and Storytelling Festival: On October 20-22, Words Aloud presents the best in spoken word from across Canada and beyond. A captivating blend of poetry, spoken word, storytelling, music, workshops, and more. Tickets can be purchased at the library.

7.2.19. Fall Programs: Our fall programming is packed with activities for our entire community, people of all ages. There’s new and returning book clubs, author visits, writing groups, crafts, story times, and so much more. Congratulations to staff on their incredible work on developing and delivering so many quality learning opportunities for our library members. Please check out <https://www.osngupl.ca/news-programs/library-news/> for the current newsletter.

7.2.20. Final Comments:

“Lovely library. Great facility. Friendly and kind staff. Lots of amazing activities for all ages.” -M.L. (recent review on google.)

Summer at the library is always busy. Our industrious staff delivered programs inside and outside the building and successfully promoted the library and our many services and resources. I extend sincere gratitude to all of our committed library team members for their extraordinary efforts. Their good will and dedicated customer service is applauded. We enter the fall of 2023, focused on supporting the information, education, employment and entertainment needs of our community.

42-23 Moved by Deborah Eaton THAT the Library Board approve the CEO’s Report as presented. Carried.

7.3 Financial Committee Report

7.3.1 Statements and Accounts:

43-23 Moved by Elizabeth Thompson THAT Library accounts totaling \$140,082.60 for June, July and August be approved for payment and further, THAT the Adult Learning Centre's accounts totaling \$244,461.63 for June, July and August be approved for payment and further, THAT the Library's and Adult Learning Centre's Financial Statements to August 31, 2023 be received as information. Carried.

7.4 Personnel Committee Report

No report.

7.5 Property/Building Committee Report

No report.

7.6 Library Foundation Committee Report

No report.

7.7 Policies and Bylaws Committee Report

No report.

7.8 Ontario Library Service Board Assembly Report

No report.

7.9 Poet Laureate/Words Aloud Committee Report

No report.

8. OTHER BUSINESS

None

9. STRATEGIC PRIORITIES

None

10. RESOLUTION TO MOVE IN CAMERA – STRUCK

11. DECLARATION TO MOVE TO THE REGULAR BOARD MEETING - STRUCK

12. NEXT MEETING: Regular Board meeting to be held Thursday October 26, 2023 at 6:00 p.m. in the Library Board Room.

13. **ADJOURNMENT:** The meeting was declared adjourned at 6:38 p.m.

A handwritten signature in black ink, appearing to be 'A. M.', written over a horizontal dotted line.

Chair

A handwritten signature in blue ink, appearing to be 'Michelle Harrison', written over a horizontal dotted line.

Secretary