



## **Aurora Public Library Board**

### **MINUTES of MEETING**

**Thursday, November 12, 2020**

The Aurora Public Library Board held its regular meeting on Thursday, November 12, 2020 via video conference call.

Present: John Clement, Tom Connor (Chair), Councillor Sandra Humfryes, Adam Mobbs (Vice Chair), Marie Rankel, Ken Turriff

Regrets: Councillor Harold Kim

Chief Executive Officer: Bruce Gorman

Staff: Reccia Mandelcorn, Manager, Community Collaboration; Jodi Marr, Manager, Customer Opportunity; Ashley Nunn-Smith, Manager, Content, Access & Innovation; Maida Rae, HR Coordinator/EA (recorder), Julie Rocca, Business Manager

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The Chair called the meeting to order at 07:03 p.m.

#### **1. Adoption of the Agenda**

MOTION: **20.09.85**  
Moved by: K. Turriff  
Seconded by: M. Rankel  
CARRIED

**THAT** the Agenda be approved

#### **2. Disclosure of Interest**

#### **3. Approval of Minutes:**

.1 Regular meeting of October 21, 2020

MOTION: **20.09.86**  
Moved by: J. Clement  
Seconded by: A. Mobbs  
CARRIED

**THAT** the Minutes of the October 21, 2020 meeting be approved

.2 APLB Finance Sub-Committee Meeting of November 6, 2020

MOTION: **20.09.87**  
Moved by: K. Turriff  
Seconded by: M. Rankel  
CARRIED

**THAT** the Minutes of the November 6, 2020 APLB Finance Sub-Committee meeting be approved

The Finance Sub-Committee meeting focused on adjustments to the previously approved 2021 budget to respond to the implications of COVID-19. The meeting included a line by line review of the 2021 budget, and the committee has endorsed the reallocation of the approved funds to adapt to the current environment.

The Town requested consideration to return any surplus 2021 operating budget funds. B. Gorman anticipates that the Library will fully spend the allocated budget in 2021, but the Board has approved the return of any budget surplus in 2020 to the Town of Aurora.

#### 4. Reports

.1 **2021 Budget Plan Report SR2020.28**  
A staff report was issued prior to the meeting.

MOTION: **20.09.88**  
Moved by: A. Mobbs  
Seconded by: J. Clement  
CARRIED

**THAT** the Aurora Public Library 2021 Operating Budget redistribution between budget categories dated November 12, 2020 be approved

B. Gorman shared with the Board the 2021 Budget Plan presentation that has been prepared for the November 16, 2020 meeting with the Town Finance Committee to review the implications of COVID-19 and review any required funding adjustments. The Library will not request additional funding from the Town for 2021. Instead, there will be a redistribution between budget categories to meet new demands within the existing financial framework.

*Councillor Sandra Humfryes joined the meeting at 7:19 p.m.*

Key priorities that will require increased spending include collections, technological capacity/internet speed and updating the Library's website.

#### 5. Items for Consideration

.1 **Library Service Hours Report SR2020.29**  
A draft report was issued prior to the meeting.

MOTION: **20.09.89**  
Moved by: K. Turriff  
Seconded by: M. Rankel  
CARRIED

**THAT** the Board approve the following change to Library service hours as follows:

1. Closed December 24 and December 31, 2020

These changes to service hours align with operational efficiencies and more importantly provide the Board with an opportunity to thank Library staff for their efforts throughout this pandemic.

**6. Library CEO Updates**

**.1 *CEO Updates***

A verbal report was provided at the meeting.

MOTION: **20.09.90**  
Moved by: J. Clement  
Seconded: M. Rankel  
CARRIED

**THAT** the Library CEO Updates verbal report be received as information

B. Gorman advised that he is pleased with the current services being offered and the level of service provided to the public. The management team regularly deal with COVID concerns (family quarantining, confirmed exposure within the household, staff experiencing symptoms etc.). The Library adheres to York Region Public Health guidelines to ensure we are protecting staff and the community. We experience more staff absences (mental health/stress related as well as physical illness/COVID related symptoms). We are regularly reminding staff about the Employee Assistance Plan and encouraging them to take care of themselves.

B. Gorman is in regular contact with the Library Square team (construction staff and Town staff). He has requested that they frontload the work related to the Library while we are operating at a reduced capacity to reduce the impact on customers.

CUPE 905 negotiations for the Page group will continue before the end of the year, and will continue into 2021.

**7. General Business Information/Questions**

**.1 *APL Updates***

Articles and photographs were issued prior to the meeting.

MOTION: **20.09.91**  
Moved by: K. Turriff  
Seconded by: A. Mobbs  
CARRIED

**THAT** the APL Updates be received as information

Newspaper articles and media coverage from mid-October to early November were provided that highlight APL's programs and services.

**8. Member Announcements**

**9. Date of Next Meeting**

The next meeting is scheduled for Wednesday, December 9, 2020 at 7:00 p.m.

**10. Adjournment**

MOTION: **20.09.92**  
Moved by: J. Clement  
Seconded by: A. Mobbs  
CARRIED

**THAT** the meeting be adjourned  
at 8:26 p.m.

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T. Connor  
Chair

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B. Gorman  
Chief Executive Officer