



Aurora Public Library Board

MINUTES of MEETING

Wednesday, November 17, 2021

The Aurora Public Library Board held its regular meeting on November 17, 2021 via video conference.

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

Chief Executive Officer: Bruce Gorman

Staff: Mario Baleno (IT Manager); Mary Ann Gruppuso, Manager, Collections and Access; Reccia Mandelcorn, Manager, Community Collaboration; Jodi Marr, Manager, Customer Opportunity; Maida Rae, HR Coordinator/EA (recorder); Julie Rocca, Business Manager

The Chair called the meeting to order at 07:01 p.m.

1. Adoption of the Revised Agenda

MOTION: **21.08.75**
Moved by: J. Clement
Seconded by: A. Mobbs
CARRIED

THAT the revised agenda be approved

Ken Turriff joined the meeting at 7:02 p.m.

2. Disclosure of Interest

3. Approval of Minutes:

.1 Regular meeting of October 20, 2021

MOTION: **21.08.76**
Moved by: K. Turriff
Seconded by: J. Clement
CARRIED

THAT the Minutes of the October 20, 2021 regular meeting be approved

4. **Reports**

.1 Third Quarter Operations Report SR2021.26

A staff report was issued prior to the meeting.

MOTION: **21.08.77**
Moved by: M. Rankel
Seconded by: K. Turriff
CARRIED

THAT the *Third Quarter Operations Report to September 30, 2021* be received as information

.2 2022 Service and Holiday Hours Report SR2021.27

A staff report was issued prior to the meeting.

MOTION: **21.08.78**
Moved by: K. Turriff
Seconded by: J. Clement
CARRIED

THAT the *2022 Service and Holiday Hours Report* be approved

Councillor S. Humfryes joined the meeting at 7:20 p.m.

5. **Library CEO Updates**

.1 CEO Updates

A verbal report was provided at the meeting.

MOTION: **21.08.79**
Moved by: K. Turriff
Seconded: Councillor J. Gallo
CARRIED

THAT the Library CEO Updates be received as information

The recent Library financial update presentation to Town Council was well received.

Collective Bargaining for Library Pages and Temporary Workers (905.27) has been finalized and CUPE 905.02 negotiations started today for an agreement that expired April 1 2020. There are four days booked for negotiations in 2021, with a goal of completion by year-end.

APL recently increased our capacity limit to 75 people.

All Library staff have complied with the Board approved COVID-19 vaccination policy.

The Aurora Town Square construction project will be further delayed by three months. This means the Library will not have access to the programming rooms before March 2022. Once completed, we can anticipate a month to get these spaces fitted and approved for occupation. The Town is focused on the wider project, rather than completing the aspects that directly impact the Library, resulting in a March 2022 timeline for programming rooms and the Yonge Street entrance and exits. Timelines are often fluid with construction projects of this nature.

The Church Street public entrance and staircase was intended to be a temporary access and is not ideal for the longer term, especially the coming winter months. Library ELT met to discuss options and decided to convert the staff entrance/exit into the customer doorway. It will also remain the accessible entrance/exit. The staircase entrance will close and serve as an emergency exit only. The greeter station will subsequently be relocated, and lighting will be added over both the primary and emergency doors. Additional lighting will be installed over the materials pickup windows as well.

Library ELT will continue to examine expanding our operating hours and adjusting staff schedules and service points to meet the current service levels. A report will be prepared for review at the December Board meeting, including a timeline and recommendation regarding Library operating hours.

The Library continues to work with Aurora Town Square regarding governance issues relating to IT and programming. Since APL is community-led, our programming evolves to meet changing community needs and interests. As a result, APL is not able to provide specific details on future programming plans. The MOU under development will secure blocks of time in the programming rooms for APL use, providing the flexibility for the Library to determine programming that meets current and future community needs.

An SLA is under development for IT that will ensure APL can leverage ATS contracts and vendors to receive the best pricing and equipment and allow for consistency throughout ATS.

Library Storytime will transition indoors from Town Park due to the colder weather. This is the only in person program currently offered.

6. General Business Information/Questions

.1 *APL Updates and Aurora Town Square Stakeholder Updates*

Articles, photographs and a project update were issued prior to the meeting.

MOTION: 21.08.80

Moved by: J. Clement

Seconded by: A. Mobbs

CARRIED

THAT the APL Updates and Aurora Town Square Stakeholder Updates be received as information

Newspaper articles and media coverage from mid-October to mid-November highlighted APL's programs and services.

The Town of Aurora provided an update on the Aurora Town Square construction project in an email to the Board.

7. Resolution to Move Into Closed Session

.1 Personal matters about an identifiable individual

MOTION: **21.08.81**
Moved by: K. Turriff
Seconded by: A. Mobbs
CARRIED

THAT the Board move into Closed Session to discuss personal matters about an identifiable individual

At 8:05 p.m., the Board moved into Closed Session.

MOTION: **21.08.82**
Moved by: K. Turriff
Seconded: Councillor J. Gallo
CARRIED

THAT the Board return to Open Session

At 8:55 p.m., the Board returned to Open Session.

MOTION: **21.08.83**
Moved by: K. Turriff
Seconded by: J. Clement
CARRIED

THAT the Library Board confirms the CEO receives the recommended step increase after completing the third year of service at Aurora Public Library

8. Member Announcements

M. Rankel attended the OLS Trustee meeting. A Library Board self-assessment was recommended. M. Rankel will take the lead on this, with assistance from B. Gorman.

9. Date of Next Meeting

The next meeting is scheduled for Wednesday, December 8, 2021 at 7:00 p.m.

10. Adjournment

MOTION: **21.08.84**
Moved by: MRankel
Seconded by: AM
CARRIED

THAT the meeting be adjourned at 9:08 p.m.

T. Connor
Chair

B. Gorman
Chief Executive Officer