



## **Aurora Public Library Board**

### **MINUTES of MEETING**

**Wednesday, April 13, 2022**

The Aurora Public Library Board held its regular meeting on April 13, 2022 via video conference.

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

Regrets: Councillor John Gallo, 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 07:04 p.m.

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

MOTION: **22.04.24**  
Moved by: A. Mobbs  
Seconded by: J. Clement  
CARRIED

**THAT** the agenda be approved

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

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

- .1 Regular meeting of February 16, 2022
- .2 Special Meeting of March 23, 2022

MOTION: **22.04.25**  
Moved by: M. Rankel  
Seconded by: J. Clement  
CARRIED

**THAT** the Minutes of the February 16, 2022 regular meeting and March 23, 2022 Special Meeting be approved

#### **4. Reports**

##### **.1 *APL 2022 First Quarter Operations Draft Report SR2022.06***

A staff report was issued prior to the meeting.

MOTION: **22.04.26**  
Moved by: J. Clement  
Seconded by: A. Mobbs  
CARRIED

**THAT** the 2022 First Quarter Operations Report to March 31, 2022 be received as information

*Councillor Sandra Humfryes joined the meeting at 7:08 p.m.*

##### **.2 *First Quarter Use Indicators Report SR2022.07***

A staff report was issued prior to the meeting.

MOTION: **22.04.27**  
Moved by: M. Rankel  
Seconded by: J. Clement  
CARRIED

**THAT** the Aurora Public Library Board receives the First Quarter Use Indicators DRAFT Report to March 31, 2022 as information

##### **.3 *Financial Statement for the Period Ending December 31, 2021 SR2022.08***

A staff report was issued prior to the meeting.

MOTION: **22.04.28**  
Moved by: A. Mobbs  
Seconded by: M. Rankel  
CARRIED

**THAT** the Aurora Public Library Financial Statement for the year ended December 31, 2021 be received as information

#### **5. Items for Consideration**

##### **.1 *Social Media Policy Report SR2022.09***

A staff report was issued prior to the meeting.

MOTION: **22.04.29**  
Moved by: J. Clement  
Seconded by: Councillor S. Humfryes  
CARRIED

**THAT** the Social Media Policy dated April 13, 2022 be approved

**.2 Aurora Public Library Board Committees Terms of Reference Report SR2022.10**

A staff report was issued prior to the meeting.

MOTION: **22.04.30**  
Moved by: Councillor S. Humfryes  
Seconded by: A. Mobbs  
CARRIED

**THAT** the APL Board approve the Terms of Reference documents for the APL Executive Committee, Finance Advisory Committee and CEO Performance Review Committee

**.3 Non-Union General Wage Increase Report SR2022.11**

A staff report was issued prior to the meeting.

MOTION: **22.04.31**  
Moved by: A. Mobbs  
Seconded by: M. Rankel  
CARRIED

**THAT** a general wage increase of 1.25% effective April 1, 2022 be applied to the salary schedule for the continuous non-union employee group

**6. Library CEO Updates**

**.1 CEO Updates**

A verbal report was provided at the meeting.

MOTION: **22.04.32**  
Moved by: M. Rankel  
Seconded: A. Mobbs  
CARRIED

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

The Aurora Town Square handover date is scheduled for April 29, 2022. At this time, there is still work to be done to complete second floor rooms, foyer, mainfloor washrooms, Magna and Lebovic Rooms, Yonge Street entrance and second floor staff room. The completion for this work will likely run into May, but a revised date has not been supplied by the Town or the contractor.

Once this work is completed, a return to regular operating hours will resume. There is a required notice period for unionized staff to change schedules to facilitate this change.

Major work will be done on Church Street, including a regrade and permanently closing the Library's Church Street entrance once the Yonge Street entrance is completed.

A new dropbox will be installed along the Church Street side of the Library.

The Sorter Room has resumed operations after construction related water damage and roof repairs have been completed.

*Councillor Sandra Humfryes left the meeting at 8 p.m.*

B. Gorman and M. Baleno continue to attend Aurora Town Square IT meetings to help navigate the integration of networks as part of the efficiencies expected from the Aurora Town Square project.

**7. General Business Information/Questions**

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

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

MOTION: **22.04.33**  
Moved by: M. Rankel  
Seconded by: J. Clement  
CARRIED

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

Newspaper articles and media coverage from late February to early April 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.

**8. Member Announcements**

The Library will be hosting a virtual All Candidates event for the upcoming provincial election on May 12<sup>th</sup> at 7 p.m. Board members are encouraged to attend.

**9. Date of Next Meeting**

The next meeting is scheduled for Wednesday, May 18, 2022 at 7:00 p.m.

**10. Adjournment**

MOTION: **22.04.34**  
Moved by: A. Mobbs  
Seconded by: M. Rankel  
CARRIED

**THAT** the meeting be adjourned at 8:20 p.m.

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T. Connor  
Chair

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B. Gorman  
Chief Executive Officer