

MINUTES OF BOARD OF TRUSTEES MEETING FOR
KITCHENER PUBLIC LIBRARY BOARD

1. CALL TO ORDER

The Regular Board Meeting of the Kitchener Public Library Board was called to order at 7:00 p.m. on Wednesday, April 21, 2021, by the Chair, Stephanie Soulis, using the online platform, Zoom, as a result of the pandemic.

TRUSTEES PRESENT

Katherine Andrews; Michelle Dow; Colleen James; Councillor Sarah Marsh; Shannon Nicholson; Dana Ristic; Erin Rudland; Stephanie Soulis; Clare Wagner.

Mary Chevreau, Secretary-Treasurer and Chief Executive Officer.

STAFF PRESENT

Lesa Balch; Penny-Lynn Fielding; Gloria Grigas; Angela Riddell.

REGRETS

Cory Ernst; Councillor Kelly Galloway-Sealock.

SPECIAL GUESTS

Erica Dudzus, KPL Strategic Planning & Special Projects;
Christina Karney & Willems Ranson, McCallum Sather Architects.

2. AGENDA REVIEW

The *In-Camera Session* listed under the Facilities Planning & Building Committee was moved to the beginning of the Agenda.

21-20... On motion by Katherine Andrews and seconded by Colleen James, it was RESOLVED that the Agenda be adopted, as amended.

CARRIED

There were no pecuniary / conflict of interest declarations.

3. In-Camera Session

21-21... On motion by Michelle Dow and seconded by Erin Rudland, it was RESOLVED to move the meeting in-camera to discuss a confidential contractual / financial matter.

CARRIED

21-22 ... On motion by Colleen James and seconded by Michelle Dow, it was RESOLVED to conclude the in-camera session.

CARRIED

4. MINUTES of the Board Meeting of March 17, 2021.

21-23... On motion by Councillor Sarah Marsh and seconded by Michelle Dow, it was RESOLVED that the Minutes of the Board Meeting of March 17, 2021, be approved.

CARRIED

5. BUSINESS ARISING

None.

6. 1. BUSINESS

REPORT OF OFFICERS

(a) Report of the Chair

Updates

Stephanie Soulis thanked library staff for the delivery of their copy of this year's OBOC book and documentation for the strategic planning retreat.

Please let Gloria know if needing the Zoom link to access the upcoming meetings with the strategic planning consultant which start on Friday, April 23 at 4:00 pm.

(b) Finance Committee

March 2021 Quarterly Financial Statements

The Finance Committee Chair, Michelle Dow, reviewed the March 2021 financial statements, noting the inclusion of the line, “Reserves”, listed under Accumulated Surplus on the Balance Sheet, to match the 2020 Audited Financial Statement presentation.

21-24... On motion by Michelle Dow and seconded by Shannon Nicholson, it was RESOLVED to accept the March 2021 Financial Statements, as printed.

CARRIED

(c) Facilities Planning & Building Committee

No further updates were noted.

(d) Public Service & Policy Committee

The Library Board have been provided with several documents for their upcoming online meeting with the strategic planning consultant and KPL staff to help complete the library’s new Strategic Plan.

(e) ad hoc Diversity & Inclusion Committee

The ad hoc Diversity & Inclusion Committee provided the group with a link to two training videos, *Challenging Systematic Barriers: The Equity Lens*, to help center the Board’s commitment to make diversity, equity and inclusion a key focus, and prioritize anti-racism work, at the upcoming strategic planning sessions.

Establishing some common understanding and language around equity and identifying what equity, inclusion, and diversity mean to the Board will continue to guide deeper training and strategizing by the Board to further its work with anti-racism, diversity, equity, and inclusion.

Colleen James shared PowerPoint slides that outlined the meaning of a “Brave Space vs Safe Space”. When holding spaces for others to use, we must be mindful of the power dynamics in the room and adopt clear guidelines to create a brave space. While a safe space may try to foster comfort, a brave space encourages mutual learning and accountability.

The following interactive activity led by Colleen James asked the group to identify 3 qualities of a diverse, equitable and inclusive Board.

Some of the qualities identified in the list included: continued learning; understanding biases; open; accepting; thoughtful; respecting others; friendly; genuine; accepting; curious; and fair.

As noted by Colleen James, this list is an accountability piece and a starting point for the Board when discussing anti-racism.

These qualities are also important for the library to keep in mind and apply when programming, and working with staff and the community.

Without staff present, the Library Board discussed how to focus and apply the equity information from the training Video #2, *Challenging Systematic Barriers: The Equity Lens*, at the upcoming strategic planning sessions.

At the request of the Chair, a debrief of the training Video #3 will be included on the Board's May Agenda under the ad hoc Diversity & Inclusion Committee.

Clare Wagner thanked everyone for their patience with the technical portion of this exercise as the option to use breakout rooms was not available during the meeting.

As requested by the Committee, Mary will investigate the use of breakout rooms during the Zoom call at the May Board meeting.

(f) Report of the Secretary-Treasurer and CEO

Updates

In-Camera Session

21-25... On motion by Katherine Andrews and seconded by Erin Rudland, it was RESOLVED to move the meeting in-camera to discuss a confidential personnel issue.

CARRIED

21-26... On motion by Katherine Andrews and seconded by Colleen James, it was RESOLVED to conclude the in-camera session.

CARRIED

7. II. NEW BUSINESS

None.

8. III. PRESENTATIONS

(a) Report of Councillors

Councillor Sarah Marsh reported that the Mayor and Councillors are advocating for better support measures for small businesses impacted by COVID-19, as well as a calling for the provincial and federal orders of government to implement a paid sick leave program during the COVID-19 pandemic.

Kitchener City Council approved a new bylaw allowing for tiny homes in the backyard of Kitchener properties. The new measure means additional housing in the City which will help with the housing shortage in Waterloo Region.

The City will be hosting a design competition for the community to showcase some tiny house models.

9. ADJOURNMENT

21-27... There being no further business, on motion by Katherine Andrews and seconded by Michelle Dow, it was RESOLVED to adjourn the meeting at 9:14 p.m.

CARRIED

Chair

Secretary-Treasurer

[Attachments Accompanying April 21, 2021 Board Meeting]

- (a) March 17, 2021 Library Board Minutes
- (b) March 2021 Quarterly Financial Statements
- (c) Link to the DEI Training Videos #2 & #3

https://www.youtube.com/watch?v=wiCd6Hxitps&feature=emb_title