

**The City of Kawartha Lakes
Public Library**

Public Library Board Meeting

Minutes

Thursday, November 7, 2024 at 6:00 p.m.

**Online via Video Conferencing
& Meeting Room
Lindsay Branch**

190 Kent Street West, Lindsay, ON K9V 2Y6

Members

Vanessa Doucet-Roche
Susan Ferguson
Zac Miller
Joseph Mior
Pamela Noble
Shirley Norman
Heather Stauble
Kate Winn (via video conferencing)

Members Absent

Coun. Dan Joyce

Meeting #LB2024-08

1. Call to Order

The Chair called the meeting to order at 6:01p.m. with the following members present: V. Doucet-Roche, S. Ferguson, Z. Miller, J. Mior, P. Noble, S. Norman, H. Stauble, K. Winn (via video conferencing).

Absent: Coun. D. Joyce

Staff present were J. Anderson, M. Corley and M. Junkin (Notetaker)

2. Chairs Remarks

The Chair welcomed the Board Members to the meeting and thanked them for gathering to discuss a rather important matter. The Chair noted that Board Members were now halfway through their current term and hoped this would stir the embers for future consideration about their commitment to the Board. The Chair asked Members to think on whether they would put their name forward or not for another term. Having this information in advance will be of use for succession planning.

3. Adoption of the Agenda

RESOLVED That the agenda for the City of Kawartha Lakes Public Library Board Meeting of November 7, 2024 be adopted as circulated.

Moved: S. Norman
Second: P. Noble

CARRIED

4. Declaration of Pecuniary Interest

None

5. Deputations / Presentations

Michelle Corley – Manager of Housing, CKL Human Services

M. Corley explained the role and responsibilities of the CKL Housing Division. She explained that at present the Housing Division knows of some 40 people who are sleeping outside, this number fluctuates seasonally. The City has started to investment in an integrated care hub on Peel Street in Lindsay. This facility will offer drop in services as well as emergency shelter space. Health care and other providers will be able to attend this location.

M. Corley explained that municipalities are facing legal challenges with regards to encampments. As a result, the Housing Department is developing a coordinated approach to respond to encampments with all involved departments and agencies.

M. Corley reviewed some of the factors contributing to homelessness: average rental rates are skyrocketing; market rents in Kawartha Lakes are near the Canadian Market Average and more affordable housing units are needed. Currently there are 2,400 households (not individuals) on the CKL Community Housing Waiting list with a 10-14 year waitlist.

The City is supporting those waiting for affordable housing with a number of resources including temporary financial supports, emergency shelter spaces, a temporary winter response program and street outreach.

Currently, the Housing Division is undertaking a Housing and Homelessness Needs Assessment, which will identify main gaps and priorities. When the assessment is complete, the CKL Housing and Homelessness Strategy will be updated and include modeling options for future responses to this issue. The Housing Department plans to collaborate with community partners to apply for health funding and supports to help address some of the factors contributing to homelessness as well as advocating to other levels of government.

Discussion:

S. Norman inquired about building opportunities on vacant land. M. Corley advised that building costs for affordable housing now average \$400,000.00 per unit

S. Ferguson asked how the library could help individuals experiencing housing insecurity. M. Corley suggested that library outreach events could take place at Community Housing locations.

S. Norman asked if CKL has established warming zones. M. Corley advised that currently CKL Housing was working with A Place Called Home as a location in these types of weather situations.

Consent Agenda

6. Minutes

- 6.1 Draft Library Board Minutes of the September 5, 2024 Meeting
- 6.2 Draft Library Board Minutes of the October 9, 2024 Special Meeting

7. Correspondence

- 7.1 Friends of the Lindsay Library – Executive Meeting Minutes – July 9, 2024
- 7.2 Friends of the Lindsay Library – Fall 2024 Newsletter

Consent Agenda End

RESOLVED That the Consent Agenda be approved as circulated.

Moved: K. Winn
Second: V. Doucet-Roche

CARRIED

8. Reports

8.1 Library Financial Statement – September 2024 – J. Anderson – Written Report

J. Anderson advised that figures presented are up to September 30, 2024 which is about 75% through the fiscal year. Spending is where J. Anderson would expect it to be right now.

8.2 Library CEO's Report – September & October 2024 - J. Anderson – Written Report

J. Anderson reported that there was a good response to Summer Reading Club this year with an increase in attendance to library events over 2023.

J. Anderson noted that library staff are getting out quite a bit with Outreach events, and seeing great responses with exhibits at the fall fairs and the Plowing match

S. Ferguson inquired if there was any comment from councilors on the condensed report. J. Anderson replied that he has heard from Councilors Warren and Richardson. M. Junkin noted that Councilor Richardson has asked for information about library events at the Bethany branch, which they will add to a newsletter to residents

8.3 Summer Reading Club 2024 – J. Anderson – Written Report LIBR2024-18

S. Ferguson noted that the infographic attached to this report was well done.

8.4 Performance Indicators – September 2024 and Q3 Comparators - J. Anderson – Written Report

J. Anderson noted that performance indicators are looking good and generally going in a positive direction. J. Anderson noted that indicators reflect a knock on effect from the Lindsay renovations and closure in September 2024.

9. New Business

9.1 Lindsay branch renovations update – J. Anderson – Verbal Report

J. Anderson reported that renovations are complete at Lindsay branch with all areas open again to the public. The Circulation department and Adult collection as well as the Reference department reopened Monday, September 16. The Program Department remained closed for a few more weeks before shelving installation took place on October 16. Library staff were able to get all items back on the shelves and ready for a soft reopening on Saturday, October 19.

J. Anderson added that some pieces of furniture are expected to arrive within the month and the library is planning to order a couple of display units for this department.

The library plans to make use of the new Marketing Assistant's design skills to make graphics for the walls in the Program department.

9.2 2025 Library Budget Update – J. Anderson – Verbal Report

J. Anderson reported that the Mayor's proposed budget was posted for the public on November 6. A Public budget meeting is to be held on November 12 and Council deliberations will take place November 26, 27 and 28.

S. Norman inquired how the library's proposed budget is affected. J. Anderson replied that the Mayor's proposed budget has the library using its reserves to meet the 2025 budget request.

H. Stauble inquired if this will set the library up to require twice as much funds to meet the 2026 budget spending. J. Anderson replied that it would.

H. Stauble inquired if the October 2024 letter sent to R.Taylor, S. Beukeboom and Mayor Elmslie was only seen by Coun Joyce, as part of Library Board and no other councilor: J. Anderson replied that this was correct

J. Anderson indicated that he will make himself available at City Hall on Wednesday November 27 and would appreciate having S. Ferguson and H. Stauble with him

RESOLVED That the letter sent to the Mayor on October 15, 2024 be shared with all Councilors.

Moved: S. Norman
Second: Z. Miller

**CARRIED
LIB2024-18**

10. Policy Review

10.1 Proctoring Policy – J. Anderson – Written Report LIBR2024-19

RESOLVED That the Kawartha Lakes Public Library Board adopts the amended ***Proctoring Policy*** as outlined in this report.

Moved: P. Noble
Second: H. Stauble

**CARRIED
LIB2024-19**

10.2 Accessible Customer Service Policy – J. Anderson – Written Report LIBR2024-20

RESOLVED That the Kawartha Lakes Public Library Board re-adopts the ***Accessible Customer Service Policy*** as outlined in this report.

Moved: J. Mior
Second: S. Norman

**CARRIED
LIB2024-20**

11. **Closed Session**

None

12. **Business Arising From Closed Session**

None

13. **Adjournment**

RESOLVED That the Kawartha Lakes Public Library Board adjourn at 7:20p.m.

Moved: Z. Miller

14. **Next Meeting**

The next scheduled meeting of the City of Kawartha Lakes Public Library Board is to be held on **December 5, 2024 at 6:00 p.m.** in the Meeting Room of the Lindsay Branch (190 Kent St W) and via webconferencing.

Attachments

Consent Agenda

- A. Draft Minutes of the Library Board Meeting – September 5, 2024
- B. Draft Minutes of the Library Board Special Meeting – October 9, 2024
- C. Friends of the Lindsay Library – Executive Meeting Minutes – July 9, 2024
- D. Friends of the Lindsay Library – Fall 2024 Newsletter

- E. Financial Statement – September 2024
- F. CEO Report – September & October 2024
- G. Summer Reading Club 2024 – Report LIBR2024-18
- H. Performance Indicators – September 2024 and Q3 Comparators
- I. Proctoring Policy – Report LIBR2024-19
- J. Accessible Customer Service Policy – Report LIBR2024-20
- K. Fall 2024 Library Newsletter
- L. Media Releases
 - a. Kawartha Lakes Public Library Honours National Day for Truth and Reconciliation with Special Events – September 20, 2024
 - b. Explore Archeology in Kawartha Lakes – September 30, 2024
 - c. Celebrate National Library Month and Ontario Public Library Week at your local library branch – September 30, 2024
- M. Library in the Media
 - a. Lindsay Advocate – What is Happening at the Library – October 2024
 - b. Kawartha 411 – Explore Archeology at Kawartha Lakes Public Library this Fall – October 1, 2024
 - c. Kawartha Now – Learn about the region from local authors at the Kawartha Lakes Book Festival – October 13, 2024
 - d. Kawartha Lakes This Week – Want to be a Librarian for a day? – October 15, 2024
 - e. Kawartha Lakes Weekly – Local book festival sponsored by library – October 17, 2024
 - f. Lindsay Advocate – Local Authors in the Spotlight at Kawartha Lakes Book Festival – October 22, 2024
 - g. Kinmount Gazette – Library Column – September 2024
 - h. Kinmount Gazette – Library Column – October 2024
 - i. Woodville Lions Newsletter – Library Column – October 2024
 - j. Woodville Lions Newsletter – Library Column – November 2024