



Essex County Library Board Regular Meeting Minutes

(also available at www.essexcountylibrary.ca under About the Library)

Wednesday, October 27, 2021
Virtual Meeting

Mission

Essex County Library welcomes you to a world of discovery, creativity and lifelong learning through accessible resources, programs, and innovative services.

Vision

ECL strives to welcome a diverse community to a warm and inviting space where:

- Knowledgeable staff are sensitive to the needs and aspirations of the community
- Innovative ideas and cutting-edge technology are embraced
- Engaging programs and current comprehensive collections are created
- Creative partnerships encourage social interaction and cultural vitality

Members Present:

Tracey Bailey
Terry Burns
Andrew Dowie – Vice Chair
Richard Meloche
Nelson Santos - Chair
Ron Sutherland
Larry Verbeke

Staff Present:

Bianca Azzopardi, Administrative Assistant, HR
Manuel Denes, Manager, Community Services
Natalia Mauro, Lakeshore Community Supervisor
Robin Greenall, CEO/Chief Librarian,
Audrey Maodus, Manager, Human Resources

6:00 PM Regular Meeting

1. Approval of the Agenda

21/62

Moved by Mr. Sutherland

Seconded by Mr. Burns

That the Agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

3. Discussion Period

There was no discussion period.

4. Adoption of Regular Meeting Minutes

21/63

Moved by Mr. Verbeke

Seconded by Ms. Bailey

That the minutes of the September 29, 2021 Regular Meeting of Essex County Library Board be adopted as presented.

Carried

5. Delegations and Presentations

A) Over Drive for Kids and Teens

Presented by Natalia Mauro, Lakeshore Community Supervisor

Natalia provided a virtual tutorial of the Libby database.

Over Drive and Libby are Essex County Library's (ECL) databases for e-book and audiobook resources. This presentation focused primarily on the Libby App. Patrons can access Libby through the ECL website or download the application on their smart phone via the applicable application store. To access the system, a library card is required. Libby has the capability to track all electronic materials checked out and/or on hold for patron information. Material guides are available along with a variety of preferencing filters to assist patrons with their search. E-books and audiobooks can be borrowed directly through the database.

The presentation concluded with a preview of ECL's promotional video for Libby.

6. Business Arising from the Minutes of September 29, 2021

A) Resolution Number: 20/60

Adoption and implementation of a mandatory COVID-19 vaccination policy for Essex County Library board members and staff. STATUS: COMPLETE

7. Communications

There were no communications received.

8. Consent Agenda

A) Managers' Reports

21/64

Moved by Mr. Dowie

Seconded by Mr. Sutherland

That the Board receive the consent items: Managers' reports for information.

Carried

9. Reports

A) Treasurer's Reports

Robin Greenall, CL/EO, anticipates a positive variance for the end of 2021.

21/65

Moved by Mr. Meloche

Seconded by Mr. Dowie

That the Board receive the Treasurer's Reports for information.

Carried

B) McGregor and Harrow Branch Update Verbal Report

The McGregor branch opened to the public as of October 26th, 2021. Hours of operation are Tuesday, Wednesday, Thursday from 4pm-8pm and Friday and Saturday from 1pm-5pm. McGregor's transition to the enhanced community service facility will be introduced to the community later in the year. The Harrow branch renovations are currently underway. It is expected to open at the beginning of December.

21/65

Moved by Mr. Verbeke

Seconded by Mr. Sutherland

That the Board receive the McGregor and Harrow Branch Progress Report for information.

Carried

C) 2022 Budget Report

The County of Essex Finance committee approved the Essex County Library 2022 budget. Robin Greenall, CL/EO provided the approved proposal to board members.

The 2022 budget estimates reflect Essex County Library returning to its full level of service delivery, as well as completion of outstanding projects.

21/66

Moved by Mr. Verbeke

Seconded by Mr. Dowie

That the Board receive the 2022 Budget Report for information; and approve the proposed 2022 budget.

Carried

10. Unfinished Business

Board Member, Richard Meloche, inquired about the reopening of remaining branch locations.

The reopening of the 4 remaining branches is being considered when ECL has returned to a full staffing capacity and staff being able to supply outside their current teams. Essex County Library is continuing to have conversations with the local municipalities, of said branches, regarding the transition towards community-based models.

The Board's request was presented to the Municipality of Lakeshore Council for their consideration at their October 26th meeting. Council discussed and supported a motion to update a facility in the Comber community for a shared space service and they opted to not update the current Stoney Point branch but are in support of a Programming and Outreach model.

New Business

A) Public Reporting of Closed Meeting

A closed meeting of the Essex County Library Board was held immediately prior this evening's meeting pursuant to Section 16.1 of the *Public Libraries Act, R.S.O. 1990*, as amended to discuss staffing pertaining to identifiable individuals for budgetary purposes.

B) Motion

There were no motions.

C) Notice of Motion

There was no notice of motion.

11. Date and Location of Next Meeting

Date: Wednesday - November 24th, 2021
Location: Virtual

12. Adjournment

Upon motion of Mr. Sutherland and Mr. Dowie, the Chair declared the meeting adjourned at 7:01 PM.

Nelson Santos
Chair – Essex County Library Board

Robin Greenall (Original Copy Signed)

Robin Greenall
CEO/Chief Librarian, Essex County Library
Secretary and Treasurer to the Board