



# Ajax Public Library

## Ajax Public Library Board Minutes

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### 5.1 September Meeting Minutes

**Place:** Virtual Meeting, Zoom

**Date:** Thursday, September 24, 2020

**Time:** 7:00 p.m.

**Present:** Sepelene Deonarine, Deborah McDougall, Aisha Francis, Noel Green (Chair), Douglas Miller, Regional Councillor Sterling Lee, Matthew Tapscott (Vice Chair) and Sandy Taylor

**Regrets:** Marcela Killin

**Staff:**

- Sarah Vaisler - CLEO & Secretary/Treasurer
- Jason Tooral - Manager of Corporate Services
- Cindy Poon - Manager of Public Services
- Emilija Tasovska - Corporate Services HR Assistant

#### 1. **Call to Order**

The meeting was called to order at 7:00 p.m.

#### 2. **Approval of the Agenda**

The Agenda was approved as distributed.

20-09/01

Moved by: Aisha Francis  
Seconded by: Doug Miller

To approve the Agenda as distributed.

**CARRIED**

#### 3. **Declaration of Conflict of Interest** - No conflicts of interest were declared.

#### 4. **Guest Presentation: David Lewis-Peart, Anti-Black Racism Workshop**

David Lewis-Peart presented to the Board part 1 of 2, training session on Anti-Black Racism. David discussed power, privilege and place of race, general overview of the history on racism in Canada and contemporary examples of this nature. David will be returning to do the second half of his training at the November Board meeting.

#### 5. **Consent Agenda**

Item number 5.2 Chief Librarians Report was pulled for further discussion as item number 7.6. Item 5.3 August Financial Report was pulled as item 7.7. Item number 5.11 Board Self Evaluation was item number 7.8 and item number 5.13 Staff Report – 2021 Budget Timeline was pulled as item number 7.9.

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20-09/02

Moved by: Matthew Tapscott  
Seconded by: Regional Councillor Sterling Lee

To approve the *Consent Agenda* as amended  
**CARRIED**

**6. Correspondence**

No correspondence received.

**7. Other Business**

**7.1 Councillor Update**

Regional Councillor Sterling Lee updated:

- Mariska Thomas, Chair from the Anti-Black Racism Task Force at the Town, is looking to work closely with the Library on programming for the community.
- Councillor Sterling Lee had a meeting with the new Director of Finance, Diane Valentim, discussing the financial position of the Town.

**7.2 Internal Monitoring Report – EL 3.10 *Staff Treatment Policy***

20-09/03

Moved by: Doug Miller  
Seconded by: Sandy Taylor

*That the Board has received the internal monitoring report for the Hiring and Treatment of Staff Policy and agrees that it provides reasonable interpretation of the policy and evidence of compliance.*

**CARRIED**

**7.3 Board Governance**

The Board discussed the need to move forward with a proactive approach in its governance. It was a unanimous decision to look into the Strategic Plan and begin generative thinking to propel the Ajax Library in avenues that will benefit the community in current times.

20-09/04

Moved by: Councillor Sterling Lee  
Seconded by: Aisha Francis

Motion to instruct the CLEO to look into the reopening of the Master Plan for 2022.

**CARRIED**

**7.4 Virtual vs. In-Person Board Meetings**

Deferred to item 7.10.

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## 7.5 Committee Updates

CLEO Performance Appraisal Committee – No Update.

Ends Policy Committee – Reviewed its policy but there are no updates.

Policy Review Committee – No Update.

Community Engagement Committee – No Update.

Board Training/Annual Agenda Committee – No Update.

Gaps Analysis Committee – No Update.

## 7.6 Chief Librarians Report

Councillor Sterling Lee inquired about the grants the Library has received for a Social Worker and technological pieces for the New Horizons program for seniors. These two projects are in the beginning phases, once they are ready to be launched it will be broadcasted to the social media and promotional platforms.

20-09/05

Moved by: Councillor Sterling Lee  
Seconded by: Sandy Taylor

To approve the Chief Librarians Report

**CARRIED**

## 7.7 August Financial Report

Matthew Tapscott opened a discussion regarding the use of the revenue funds reported in the August Financials. Sarah advised that the library is looking to use these funds to complete urgent projects such as the Maker Space Consultant and ongoing upkeep of current programs and technology.

20-09/06

Moved by: Councillor Sterling Lee  
Seconded by: Aisha Francis

To approve the August Financial Report

**CARRIED**

## 7.8 Board Self-Evaluation

The updated language in the 2.6 CLEO Performance Appraisal Policy has been approved in the Consent Agenda. The document will now be updated to reflect the changed language.

20-09/07

Moved by: Aisha Francis  
Seconded by: Sepelene Deonarine

To approve the Board Self-Evaluation 2.6 CLEO  
Performance Policy

**CARRIED**

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## 7.9 Staff Report – 2021 Budget Timeline

Dates listed as 2020 to be changed to 2021.

20-09/08

Moved by: Aisha Francis  
Seconded by: Sepelene Deonarine

To approve the Staff Report – 2021 Budget Timeline  
**CARRIED**

## 7.10 Virtual vs. In-Person Board Meetings

A round table discussion was held regarding an in-person, virtual or hybrid Board Meeting for the coming months. Decision was made to discuss this option further at the October meeting.

## 8. Closed Session

The meeting moved in-camera.

19-09/09

Moved by: Councillor Sterling Lee  
Seconded by: Sandy Taylor

To move into closed session  
**CARRIED**

19-09/10

Moved by: Sepelene Deonarine  
Seconded by: Doug Miller

To accept the information presented during the in-camera session.  
**CARRIED**

## 9. Adjournment.

The meeting adjourned at 10:02 p.m.

20-09/11

Moved by: Doug Miller  
Seconded by: Deborah McDougall

To adjourn the meeting.  
**CARRIED**

Next meeting: Thursday, October 22, 2020  
7:00 p.m. Virtual Meeting, via Zoom.