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At 6 pm, it's the November meeting of the Guelph Public Library Board of Directors. This is what's on the agenda:



It looks we're short one board member for quorum, stand by.

Renganathan Sadagoban arrives just in time to save the meeting, and Vice-Chair Williamson has called the meeting to order.

Agenda is approved.

Klassen, Goller and Rishworth are not here tonight. Chair Ellery will be back to chair next meeting.

No Declaration of Pecuniary Interests.

Consent agenda:

5	Consent Agenda (15 min) – Board Review	6:15 p.m.	Motion
5.1	Adoption of October 2023 Minutes		
5.2	Correspondence		
5.3	CEO's Report		S. Kraft
5.4	Service Utilization Scorecard		D. Atkins
5.5	Service Capacity Scorecard		D. Atkins
5.6	Operating Variance		D. Atkins
5.7	New Central Library - Milestones Update		R. Chatha

Williamson pulls New Central Library - Milestones Update report for a question. The rest of the consent agenda is approved.

Project Manager Rupinder Chatha reports that they are 9 feet below grade on the excavation. There was a meeting with the City today and they are looking at installing time lapse cameras to that progress will be captured. Alectra's working on site too.

Webb asks how far down they're going. Chatha says 20 feet. They have not hit bedrock yet but "soon".

Williamson asks for highlights over the next few months. Chatha says it will be mostly excavation, and there won't be much happening for 2 weeks around the holidays. Williamson says that gives the board talking points over the holidays.

What about budget updates? Chatha says that so far everything is under budget. Williamson asks about getting reports from the City about building progress. CEO Kraft says that the GPL board will be getting same quarterly report as council.

Member Ly asks if there's been any complaints about noise from construction from area businesses. Chatha says he's not aware of any.

Next, Campaign Advisory Committee: Roles & Responsibilities. Kraft says that this committee has come together slowly over the last year, and it's mostly volunteers plus 3 library staff. Former MPP Brenda Elliott is also on the committee.

Kraft says the staff are depending on the committee to connect them with big donors, and they have an advisory committee to order to get the project to the official campaign launch and evaluate the need and goals. Kraft promises that "something good is coming."

Motion to receive that report approved.

Next, Fundraising Committee Update. Member Webb says that she co-ordinate with members of the Advisory Committee, doesn't want to say too much because it was her first meeting and wants to follow up on a couple things. She notes everyone was very enthusiastic.

Williamson adds that he met almost all the advisory committee members and says that they're "very keen" to make an incredible space for a new library. He adds to keep your eyes peeled for 2024.

Report received for information.

Next, Celeste Bannon Waterman, Partner for KCI Philanthropy, joins the board for New Central Library – Fundraising Campaign Update. Starts with \$3.5 mn campaign and KPI has been working on a part time basis to get ready.

The plan is near the end of the second phase of the original four phase timeline, so it's more or less on schedule, which is rare (and good). The leverage/lead gift phase is complete, and they are on the cusp of going public. (You don't go public till you're 1/2 way there.)

The donor event was a soft launch and it seems like a least \$2 million of the \$3.5 million goal is secure, or at least promised, from the lead donors/gifters. (This does include the Friends' money.)

Bannon Waterman says the heavy lifting has been done, and now it's a matter of pounding the payment. Donors are looking for "designated" funds, meaning that they want to know what the money is going for.

Framing the campaign for 3 priority areas: Archives, Community Space, and Maker Space. There will also be a need to raise funds for that fourth category, which is "undesignated."

There seems to be something of a confusing discussion happening. Webb seems perturbed about assigning prescriptive allocations of funds, while others are making the point that it's meant more to guide the promotion of fundraising by giving ppl an idea of where the funds will go.

Bannon Waterman says this is not a matter of saying "the maker space will have no chairs unless" there's a donation. Most people are just giving to the campaign because they want to support the library.

Bannon Waterman adds that they're trying to keep things as simple and straightforward as possible, which is why they're focused on a relatively small goal. She also says that the \$3.5 million is not a maximum.

Bannon Waterman says celebrating success is important, so it will be important for board members to share and amplify every win. That will also be handy once they go to small donors.

Cllr Caron asks about donor recognitions beyond naming rights. Bannon Waterman says they're still working on what that will look like for most donors, but it's a hot topic of conversation and they're working with the architect on that.

Caron asks if that will be in place before the public launch. Bannon Waterman says she's not sure, but they're dedicated to the idea of recognising *all* donors in the most cost effective way.

Member Carlsson asks if there will be an option for current library donors to donate to the campaign. Bannon Waterman says that it's her understanding that unless specified differently, all donations are going to the campaign.

Bannon Waterman adds that they are working on how much people have given so far so that they can understand how much they've given so far, may have already given more than they think which leads to recognition opportunities.

We're striking 6.6 2024 Library Vision because much of that stuff is going to be covered in 6.5.

For now, 2024 Staff Workplan Overview. Kraft says that it's a series of items staff are working on to support the goals of the library and the goals of the board's strategic vision. They do a review of last year's plan in Jan., and there will be opportunity for board to inform.

Kraft says new library prep will be taking up a lot of time, evaluation of existing collection and new purchases, looking at accessibility requirements beyond legislation, and extensive planning for programming and services. (Much programming is done year in advance.)

Kraft adds that they're also planning to work with the City clerks office to develop the new archives. Also new MOUs to work out and a new four-year strategic plan. Need to establish a working group who will also develop RFP for a consultant.

Will also continue to examine diversity, equity and inclusion in order to provide better services, looking at overcoming barriers to get more people into the library. Also, Kraft says that they will be looking to strengthen partnerships.

Williamson says it's important for people to understand that there's a lot of progress happening right now that people will not see until the new library opens, and how much work that's left to do. Kraft agrees, they want to be seamless and exciting by the time the doors open.

Motion to receive the report approved.

Next, Board Workplan. The exec has decided that they are going to bring this the whole board in January for further guidance including a plan for a self-evaluation of board.

Member Lepage note that they don't have a calendar of dates beyond January. Williamson asks the board assistant to put that as an agenda item for the next exec committee meeting.

Carlsson asks about if strategic planning is part of the board work plan. Webb notes that there are more annual actions that the board needs to do, where as the Strat Plan is an every four year activity. How to fit this in is another items for exec committee.

Motion to receive the report passed.

The board will now go in-camera to discuss a matter of labour relations or employee negotiations. Williamson says this will be brief.



Williamson calls the meeting back order in the open session.

Williamson says that they had a discussion about "HR related matters" and received information.

New business? New rep for the Friends of the GPL.

Williamson asks if there's any interest, and/or encourages people to think about signing up.

Next meeting is Monday January 29, 2024. Williamson says that they will be sending out board evaluations to board members in the next seven days.

That's a wrap! Meeting adjourned.



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