



**REGULAR MEETING OF THE  
OSHAWA PUBLIC LIBRARY BOARD**

**Thursday, October 17, 2019 beginning at 6:30 p.m.  
McLaughlin Branch Board Room**

**MINUTES**

**Present:** Croydon DeMello, Eric Guernsey, Elizabeth Jamischak, Jacqueline Quinn, Linna Tam-Seto, Doug Thomson and Councillor Tito-Dante Marimpietri

**Regrets:** Michelle Lawson

**Staff:** Frances Newman, Chief Executive Officer  
Vivian Geneski, Manager, HR and Labour Relations  
*Stephanie McLean, Executive Assistant, acted as the Recording Secretary*

---

1. **Call to Order / Approval of Agenda**

**(52-19) MOTION** – Moved by Elizabeth Jamischak, seconded by Jacqueline Quinn,

“That the Oshawa Public Library Board approve the Agenda, for the October 17, 2019 Board meeting.” **CARRIED**

2. **Declaration of Conflict of Interest**

No conflicts were declared.

At this point of the meeting, Doug Thomson welcomed Councillor Tito-Dante Marimpietri to the Oshawa Public Library Board as the new City Councillor representative. Councillor Tito-Dante Marimpietri introduced himself and provided a high-level overview of his key responsibilities as a City Councillor.

3. **Introduction and Highlights from the Portfolio of the Manager, HR and Labour Relations** – Vivian Geneski

Vivian Geneski introduced herself to the Board and provided a summary of her role and responsibilities at the Library. She advised the Board that her department is responsible for staff recruitment, realigning staffing resources when required, compensation and benefits, managing all grievances and conflict resolution, as well as training and development which has been a priority over the past couple of years.

4. **Approval of the Minutes**

**(53-19) MOTION** – Moved by Eric Guernsey, seconded by Elizabeth Jamischak,  
“That the Oshawa Public Library Board approve the minutes from the September 23, 2019 Board meeting.” **CARRIED**

5. **Consent Agenda**

The Board members received each of the following reports in their meeting packages, which were provided in advance of the meeting:

1. Strategic Plan Update and Activity Highlights Report
2. Finance Report

**(54-19) MOTION** – Moved by Elizabeth Jamischak, seconded by Croydon DeMello,  
“That items 1 and 2 be pulled for discussion.” **CARRIED**

With respect to the Strategic Plan Update and the Activity Highlights Report, and the Finance Report some Board members asked for updates on each of the following items: the new offsite server to host the Library’s website; the City of Oshawa’s Special Council meeting to discuss the homeless population in Oshawa; the quote received for the Northview roof repair project; the new Fireside Reads service at Durham College/Ontario Tech University; and the accessibility and student grants secured in the total amount of \$77,000. Management and Councillor Tito-Dante Marimpietri responded to each of the Board members’ queries accordingly.

**(55-19) MOTION** – Moved by Croydon DeMello, seconded by Jacqueline Quinn,  
“That the Oshawa Public Library Board approve Consent Agenda items 1 and 2, for the October 17, 2019 Board meeting.” **CARRIED**

6. **Business Arising from Minutes**

NIL

7. **New Business**

i) **Operational Continuity Plan**

Frances advised the Board that an Operational Continuity Plan has been drafted and is ready for review by the Governance Committee. She provided a high-level overview of the purpose of the plan, and advised the Board that the Operational Continuity Plan will outline what the protocol would be in an emergency situation, and how Management would communicate with staff.

ii) **Strategic Plan Summary**

In accordance with the Library's new Strategic Plan, Frances provided the Board members with a copy of the strategic plan summary that was drafted based on the data collected to date from various stakeholders. The Board reviewed the Library's current Core Values against the new proposed Core Values, together with the proposed strategic directions for the period 2019-2023. Next steps include a meeting of the Strategic Planning Committee.

iii) **SOLS Fall Meeting**

Doug Thomson advised the Board that the semi-annual SOLS meeting for Board Trustee Representatives will be held at the McLaughlin branch on Saturday, November 9<sup>th</sup> and all Board members are invited to attend. He advised the Board members that if they wish to attend they must register online with SOLS.

8. **Other Business, if any**

Councillor Tito-Dante Marimpietri provided the Board with an update with respect to the upcoming City budget meetings. A brief discussion ensued.

9. **Adjournment**

**(56-19) MOTION** – Moved by Eric Guernsey, seconded by Councillor Tito-Dante Marimpietri,  
“That the meeting adjourn.” **CARRIED**

The meeting adjourned at 7:41 p.m.