

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, March 20, 2024

*The South Shore Regional Library Board administers South Shore Public Libraries.
South Shore Public Libraries celebrate reading, discovering, learning, and sharing.*

Present:	Patrick Hirtle, Chair Cindy Bruhm, Vice Chair Councillor Michelle Greek Councillor Vicki Amirault Diane Racette Marie Hogan Tom Sheppard Gail Tricebock Ashley Nunn-Smith, Staff Alisa Hemeon, Staff/Recorder Christina Pottie, Staff
Regrets from:	Councillor Stacey Colwell and Councillor Tina Connors

<u>1. CALL TO ORDER</u>	Patrick Hirtle called the meeting to order at 6:00 pm and read the SSPL Land Acknowledgement
<u>2. AGENDA</u>	
Motion:	" <u>THAT</u> the Agenda be amended to add an In-Camera Session - Personnel Matter as the last item."
SHEPPARD/Racette	All in favour. Motion carried
<u>3. DECLARATION OF CONFLICT OF INTEREST</u>	None
<u>4. MINUTES</u>	
Motion:	" <u>THAT</u> the South Shore Regional Library Board accept the Minutes of the February 21, 2024 meeting as circulated."
TRICEBOCK/Bruhm	All in favour. Motion carried.
<u>5. CORRESPONDENCE</u>	None
<u>6. INFORMATION</u>	
6.1	<i>Thomas H. Raddall Library / Region of Queens</i>
	The Region of Queens Municipal Council voted on February 27, 2024 in favor of temporarily relocating the Liverpool Library to the Business Development Centre on Harley Umphrey Drive by the end of

	<p>December 2024. The Council agreed to collaborate with the Library Board and senior staff to plan and design a \$1.05 million dollar renovation of the Centre as the Library's current lease expires on December 31, 2024. In the long-term, a thorough community consultation, new Advisory committee and updated Terms of Reference will be recommended to the incoming Council after the October 2024 election. A new permanent library is estimated to cost \$8-10 million dollars, so fundraising, sponsors, and Federal and Provincial grants will be investigated.</p>
6.2	<i>Equity, Diversity and Inclusion</i>
	<p>On February 22, there was a follow-up Zoom session (from the SSPL Staff development days in October 2023 and January 2024) with Ann Devine and Barb Miller on Inclusive Leadership. There was a slide presentation and space given for questions and comments to the SSPL staff.</p>
6.3	<i>Staff Association</i>
	No update
6.4	<i>CEO Updates</i>
	<p><i>March Break</i></p> <p>March Break was a great success with 1,085 attendees to 27 March Break-specific programs. Gate counts for all 5 branches totaled 5,385 people, with 3,475 of that number being from the MHPL Bridgewater Branch.</p> <p><i>Program and Service Development Manager</i></p> <p>Interviews are being held March 20 and 21 with Ashley, Christina and Dyan Bader of the Provincial Library.</p> <p><i>Bridge Funding</i></p> <p>The Bridge Funding request submitted by CORL last fall was approved in the amount of \$800,000 for the province as a whole. That amount will be divided among the branches as per the current funding formula.</p>
<u>7. MOTION AND DISCUSSION</u>	
7.1	<i>2024/2025 Budget</i>
	<p>Operating Grants remain the same for the last year of the current 5-year funding formula. The amount predicted for Grants includes the Bridge Funding amount, recently approved. Salaries have been based on a 2.9% January 2024 Canadian CPI rate. The "Other Benefits" category is a new addition this year to cover the cost of a WCB program which staff have expressed interest in. Libraries are not a mandatory organization but can opt in and other regions have chosen this program with relative success. Currently, the rate is \$0.75/\$100 of gross payroll, but there may be a way to reduce that rate with courses and training over time. There are 7 new lines for expenses related to grant expenditures in</p>

	<p>hopes of making it easier and more accurate to report. These categories include Wages, Consultant, Equipment, Supplies & Services, Collections, Programming and Staff Training. Copier and Printer expense is a new line in Support and Public Services for tracking usage of the machines and their related supplies. Small increases in ADP charges, Audit, rent, shipping, and postage. Decreases were made to equipment and furniture this year however that amount is expected to change based on the organization's future replacement needs. The book budget has been slightly reduced due to funds being spent on other formats like e-books and also as a result of the efficiencies of Same Page where resources are now shared across the province.</p>	
	Motion:	" <u>THAT</u> the South Shore Regional Library Board approve the 2024/2025 Budget as presented."
	HOGAN/Bruhm	All in favour. Motion carried.
7.2	<i>2024/2025 Cost of Living Increase</i>	
	<p>January's Canadian Consumer Price Index was 2.9%. SSPL's salaries budget for 2024-25 has been based on this rate as per the SSPL Personnel policy. With the addition of WCB, the organization has budgeted an overall increase in salaries and benefits by 3.5%.</p>	
	Motion:	" <u>THAT</u> the South Shore Regional Library Board award a 2.9% Cost of Living increase for SSPL staff effective April 1, 2024."
	GREEK/Tricebock	All in favour. Motion carried.
8. <u>DATE, TIME AND PLACE OF NEXT MEETING</u>		
The next general meeting is scheduled for April 17, 2024, at 6:00 pm.		
9. <u>ADJOURNMENT</u>		
SHEPPARD adjourned the meeting at 6:30 pm.		
10. <u>IN-CAMERA SESSION</u>		
	Motion:	" <u>THAT</u> the South Shore Regional Library Board move to In-Camera session at 6:30 pm."
	SHEPPARD/Hogan	All in favour. Motion carried
	Motion:	" <u>THAT</u> the South Shore Regional Library Board move out of In-Camera session at 6:34 pm."
	HOGAN/Sheppard	All in favour. Motion carried.