

# Waterloo Public Library

Regular Meeting of the Board  
@ Eastside Branch



Board Meeting Minutes

March 23, 2022 at 5:00 p.m.

# Waterloo Public Library – Board Meeting Minutes – 23/03/2022

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**Board Members Attending:** K. Coviello (Chair); K. McManus (Vice-Chair); D. Charlton; R. Harder; F. Mensink; J. Strong

**Staff:** L. Clarke (CEO); L. Jupan (Manager, Finance); G. Van Eek Meijers (Deputy CEO)

**Regrets:** J. Murphy; I. Pandit; Councillor D. Freeman

## 1. Call to order:

1.1 Land Acknowledgment – K. Coviello (Chair)

K. Coviello (Chair) called the meeting to order.

## 2. Eastside Library tour – L. Dick

## 3. Approval of the agenda

**Moved by F. Mensink**, seconded by K. McManus, that the agenda be approved

**Motion carried.**

## 4. Disclosure of pecuniary interest and the nature thereof - None

## 5. Approval of the minutes of the regular meeting February 23, 2022

**Moved by R. Harder**, seconded by J. Strong, to approve the minutes of the February 23, 2022 meeting.

**Motion carried.**

## 6. Business arising from the minutes

- None

## 7. Correspondence

- None

## 8. Chair update – K. Coviello

- None

## 9. Committee Reports

### 9.1 Finance & Resource Committee Report – F. Mensink

- Committee met March 8, 2022 to review the 2021 Financial Statements
- 2021 Financial Statements were provided to the Board along with explanatory notes
- Audit will take place April 11, 2022 and auditor will meet with the Committee on May 17, 2022

**Moved by F. Mensink**, seconded by D. Charlton, to approve the 2021 Financial Statements as submitted to the Board.

**Motion carried.**

## 10. Information items

### 10.1 Eastside Branch Report - None

### 10.2 CEO Report – L. Clarke

- Eastside Branch donations now total over \$400,000
- Opening of the Eastside Branch is scheduled for Saturday May 7, 2022 with the Donor Recognition event happening Friday May 6, 2022 from 6:00 p.m to 8:00 p.m

## 11. Diversity, equity and inclusion – all

### 11.1 DEI – next steps

To ensure successful, responsive and proactive governance of the Waterloo Public Library, the Board will implement the following actions:

- Training possibilities will be researched by K. McManus, R. Harder, J. Strong and L. Clarke for monthly educational opportunities
- New Board member recruitment strategy – K. Coviello and L. Clarke will prepare a report to Council that recommends a proactive, Board driven process to identify and attract new Board members. What is hoped to be accomplished is a process that may include activities such as open houses and one-on-one information sharing, with the goal of hopefully encouraging a broad range of community members, representative of our community.
- An externally-facilitated DEI program will be researched and in place for the development of the new Board/CEO

## 12. Other Business

- None

**13. In-camera for the purpose of considering the following subject matter – personal matters about an identifiable individual**

**Moved by K. McManus**, seconded D. Charlton, to move in-camera.

**Motion carried**

**Moved by F. Mensink**, seconded by J. Strong to move out-of-camera.

**Motion carried.**

**14. Date of next regular meeting**

Wednesday, April 27, 2022 at 5:00 pm via Zoom

**15. Adjournment**

**Moved J. Strong**, seconded by K. McManus, that the meeting be adjourned

**Motion carried.**