

# Library Board Meeting

## MINUTES

April 11, 2024 at 7:00 p.m.

*Conducted in-person at WSPL, 2 Park Drive, Stouffville, ON.*

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Present: Sandra Liaros, Margaret Wallace – CEO, Nadine Williams, Carol Hughes, Colin Whitebread, David Parmer, Dina Simon, Councillor Hugo Kroon, Councillor Maurice Smith  
Regrets: Rocco Priore  
Guests: Mayor Iain Lovatt  
Staff: Marcia FrigINETTE, Kate Scheiers, Maeve Badger, RM Pucci (secretary)

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**1. CALL TO ORDER: 7:01 PM**

The Chair welcomed Board Members and called the meeting to order at 7:01 p.m.

**LAND ACKNOWLEDGEMENT:**

Nadine Williams recited the formal Land Acknowledgement which recognizes that the work of the Library and its community partners takes place on traditional Indigenous territories.

**2. INTRODUCTION OF ADDENDUM ITEMS**

There were two (2) additions to the agenda:

- 11.3 Banking Issue
- 11.4 May Library Board Meeting Date

The Board Chair thanked Mayor Lovatt for attending the April 11<sup>th</sup> Board meeting.

**3. ADOPTION OF AGENDA**

**MOTION - #024-018**

Moved by Nadine Williams, seconded by Colin Whitebread  
THAT the Library Board adopt the Agenda of April 11, 2024.

CARRIED.

**4. INTRODUCTION: Maeve Badger, Coordinator of Events**

The CEO introduced Maeve Badger, the Coordinator of Events at WSPL. Maeve has been the Program & Gallery Assistant at the Latcham Art Centre. One of her many projects includes this year's Stouffville Reads.

**5. ERRORS & OMISSIONS:**

There were no matters arising from the Minutes of the previous Board meeting.

**MOTION - #024-018**

Moved by Nadine Williams, seconded by Councillor Hugo Kroon

THAT the March 7, 2024, Minutes of the regular Board Meeting be accepted.

CARRIED.

**6. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING**

There were no matters arising from the Minutes of the previous Board meeting.

**7. BUSINESS ARISING**

**7.1 CEO-005-24 Branding Decision – Whitchurch Stouffville vs. Stouffville**

Margaret Wallace discussed the advantages of enlisting Trajectory Brands Inc. in the branding for WSPL. She noted the opportunity to adopt the same branding as the “Town of Stouffville”. Mayor Lovatt did note that the legal entity of the Library, as the *Whitchurch-Stouffville Public Library*, would need to be maintained, and that the branding exercises with the Town of Stouffville through Trajectory Brands Inc. was initiated because of the growth of the Town. Stouffville is most commonly referred to as the Town of Stouffville, and not the Town of Whitchurch-Stouffville. He also let the Board know that the rebranding for the Town has been successful since the rollout, and the decision to move in the direction as simply *Stouffville* was the correct decision. Therefore, it would be ideal to apply the same to the Library, as WSPL is a significant partner of the Town of Stouffville. Overall, Mayor Lovatt endorsed the rebranding of WSPL as the Stouffville Public Library.

Colin Whitebread also agreed that the rebranded name of Stouffville Public Library would be a positive move, and there were no objections when the Chair inquired.

The CEO let the Board know that Trajectory will have Library patrons voice their thoughts on what a Library means to them as a means of what will be used to inspire the rebranding process by Trajectory. She also noted that the engagement conducted by Trajectory can be utilized for other Library projects.

**MOTION - #024-019**

Moved by Colin Whitebread, seconded by David Parmer

THAT the Library move forward and brand as the “Stouffville Public Library”, and that the CEO inform the logo consultants, Trajectory, of this decision.

CARRIED.

**MOTION - #024-020**

Moved by Dina Simon, seconded by Carol Hughes

THAT the Board receive report CEO-005-24 Branding Decision – Whitchurch-Stouffville vs. Stouffville for information.

CARRIED.

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## **7.2 CEO-006-24 Stouffville Reads – Champion Update**

CEO Margaret Wallace informed the Board of the search for one more Champion for Stouffville Reads 2024.

### **MOTION - #024-021**

Moved by Councillor Hugo Kroon, seconded by Carol Hughes

THAT the Board receive report CEO-006-524 Stouffville Reads – Champion Update for information.

CARRIED.

## **7.3 Staff Development Day – May 13, 2024**

The CEO announced this year's Staff Development Day, will be held on May 13, 2024. The theme is "believe" from the show *Ted Lasso*; believe focuses on unwavering optimism and positivity. WSPL staff will be divided into soccer teams: Richmond, Manchester, Arsenal, Crystal Palace, etc. The CEO encourages attendees to wear their team theme colours on this day. The keynote speaker is Margie Singleton of the Vaughan Public Library. Breakfast and lunch will be provided, and the CEO asked the Board to notify her if they would like to attend this exciting event. Marcia Frigiette is in the process of finalizing the group session times; an email will be sent out to the Board once the schedule is finalized. The CEO noted that the Leisure Centre Facilities staff will also be invited, as a 'thank you' for their hard work and dedication to the Library throughout the year. Overall, the CEO noted it would be a fun day with learning opportunities for all.

## **7.4 Land Acknowledgement Sign-up**

Chair Sandra Liaros reminded the Board of the discussion at the March 7<sup>th</sup> Board meeting re: rotating the Land Acknowledgement. The Board members volunteered: May 2 – David Parmer; June 20 – Carol Hughes; September 5 – Councillor Maurice Smith; October 3 – Colin Whitebread; November 7 – Dina Simon; December 12 – Rocco Priore.

Nadine William inquired about an Afrocentric Land Acknowledgement, as per the York Region School Board. Mayor Lovatt noted that nothing has been brought forward to Council so far. Nadine Williams will share available information further with the Mayor and with the CEO.

Mayor Iain Lovatt exited the Board meeting at 7:37 pm. The CEO and Chair thanked the Mayor for attending the Board meeting.

## **8. COUNCIL CONNECTS**

There was nothing to discuss or report.

**9. FOPL REPORT**

Nadine Williams let the Board know that the meeting has been rescheduled again, as the auditors report is not yet ready.

**10. IN CAMERA**

The Chair declared that the Board move into an in-camera meeting, as per the Public Libraries Act, Section 16.1, subsection 4.c. The Chair invited Board members and the CEO to join the in-camera meeting, and all other people present were temporarily dismissed.

**MOTION - #024-022**

Moved by Nadine Williams, seconded by Carol Hughes  
THAT the Board members and CEO move into an in-camera meeting at 7:34 pm.

CARRIED.

**MOTION - #024-023**

Moved by Councillor Maurice Smith, seconded by Colin Whitebread  
THAT the Board members and CEO move out of the in-camera meeting at 8:20 pm.

CARRIED.

**11. NEW BUSINESS**

**11.1 Policy Review**

- a. **LIB-OP19 Diversity & Inclusion – Updated**
- b. **LIB-OP01 Confidentiality & Protection of Privacy – Updated**

**MOTION - #024-023**

Moved by David Parmer, seconded by Colin Whitebread  
THAT the Board approve updated Policy Reviews LIB-OP19 Diversity & Inclusion and LIB-OP01 Confidentiality & Protection of Privacy.

CARRIED.

**11.2 CEO-007-24 Legacy Grant Project – Indigenous Library Card and Storytelling Project**

The CEO confirmed that there would be only a limited edition print of 1,000 Library cards. CEO Margaret Wallace informed the Board that the storytelling is an important part of this project and these will be sought-after cards. Marcia Friginette was thanked for working on this through the Legacy Grant, and in collaboration with Jennifer Onlock, Manager of the Latcham Art Centre.

**MOTION - #024-024**

Moved by Carol Hughes, seconded by Councillor Hugo Kroon  
THAT the Board receive report CEO-007-24 Legacy Grant Project – Indigenous Library Card and Storytelling Project for information.

CARRIED.

**11.3 Banking Issue**

CEO Margaret Wallace informed the Board that it has been brought to our attention that when the Latcham Art Centre RBC bank account was created, it was named Whitchurch-Stouffville Public Library – Latcham Art Centre. This poses a problem as LAC is its own entity with its own business number and yearly CRA filings.

**MOTION - #024-025**

Moved by Colin Whitebread, seconded by Carol Hughes

THAT the CEO direct Royal Bank of Canada to remove Whitchurch-Stouffville Public Library from the name on the Latcham Art Centre bank account.

CARRIED.

**11.4 May Board Meeting Date**

CEO Margaret Wallace let the Board know the June meeting will be very heavy and recommended delaying the May meeting to May 30<sup>th</sup> so that one of the guests presenting can be moved forward. The Board agreed with the date change. The CEO will issue a meeting request to the Board members as a reminder.

**13. ROUND TABLE DISCUSSION**

There was nothing to discuss.

**14. NEXT MEETING: May 30, 2024**

**15. ADJOURNMENT**

**MOTION - #024-026**

Moved by Councillor Hugo Kroon, seconded by David Parmer

THAT the Library Board meeting be adjourned at 8:30 p.m.

CARRIED.

Signed:   
Sandra Liaros, Library Board Chair

Date: May 30 / 24