

## Federation of Ontario Public Libraries

Meeting Date: April 21, 2023

Meeting Time: 10:00 a.m.

Location: Virtual via Zoom

Secretary: Dina Stevens, Executive Director/Secretary of the Board

Prepared By: Hannah Saunders, Administrative Assistant

---

### 1. Call to Order & Confirmation of Quorum

The 2023 Annual General Meeting was called to order at 10:23 a.m. by the Chair. The meeting was delayed in order to meet quorum.

### 2. Land Acknowledgement

See attached Agenda Package.

### 3. Acknowledgement of Guests

The Board Chair extended a warm welcome to all attendees of the AGM.

### 4. Approval of Agenda

#### **FOPL-Resolution-2023-AGM-01**

Moved by Margie Singleton and seconded by Mary Chevreau, THAT the FOPL AGM Agenda of April 21, 2023, be approved as circulated and described in the Notice of AGM. CARRIED.

### 5. Approval of Previous AGM Minutes

An amendment was made to Section 7 - Executive Director's Report, approved by *Margaret McClain*.

#### **FOPL-Resolution-2023-AGM-02**

Moved by Margie Singleton and seconded by Mary Chevreau, THAT the FOPL AGM minutes of June 10, 2022, be approved as circulated including any additions or amendments. CARRIED.

### 6. FOPL Chair's Report

The Chair provided a summary of the distributed report. The report highlights the significant role of the Federation of Ontario Public Libraries (FOPL) in supporting public libraries across Ontario amidst various challenges. Despite facing obstacles, public libraries have demonstrated adaptability and resilience, particularly during the COVID-19 pandemic. Librarians have been proactive in transitioning to virtual programming and bridging the digital divide, especially in rural and underprivileged communities. FOPL has collaborated with various organizations to

advocate for critical funding, including maintaining provincial funding levels, establishing sustainable funding for libraries on reserves, and creating an Ontario Digital Public Library for fair access to digital resources. The Chair emphasized the importance of continuous advocacy for public libraries, especially amidst budget freezes, to remind local politicians of their significance in communities. FOPL acknowledges its ongoing efforts in advocating for public libraries and pledges continued support in addressing future challenges.

#### **FOPL-Resolution-2023-AGM-03**

Moved by Wayne Greco and seconded by Stephanie Claire, THAT the 2022 report of the FOPL Chair be received as circulated. CARRIED.

### **7. Executive Director's Report**

The Executive Director provided a summary of the distributed report. The report highlights the organization's activities and achievements in 2022. FOPL focused on advocacy, government relations, and membership engagement throughout the year. Advocacy efforts were a priority, with FOPL engaging with government officials and submitting budget requests to maintain funding for public libraries, particularly emphasizing support for libraries on reserves and the creation of an Ontario Digital Public Library. FOPL participated in pre-budget consultations and received endorsements from major political parties leading up to the provincial election. Membership engagement was strengthened through bi-annual Caucus meetings and exclusive webinars covering various topics relevant to library management and advocacy. FOPL also joined The National Indigenous Knowledge and Language Alliance (NIKLA) to support First Nations communities and libraries. Looking ahead, FOPL plans to continue advocating for critical funding for public libraries, sustainable funding models for First Nations libraries, and the creation of an Ontario Digital Public Library. The report concludes with gratitude to the Ontario library community for their support and excitement for future accomplishments.

#### **FOPL-Resolution-2023-AGM-04**

Moved by Kathy Fisher and seconded by Matthew Corbett, THAT the 2022 report of the FOPL Executive Director be received as circulated. CARRIED.

### **8. Treasurer's Report**

The Treasurer provided a summary of the distributed report. The financial reports include a draft audit for the fiscal year ending December 31, 2022, and the 2023 operating budget. Several financial updates are noted: the contracting of Stripe for credit card payments, completion of a digital migration project, acquisition of cell phones for the Executive Director and Administrative Assistant, contracting of website support services, and the maturation of a GIC which was moved to a high-interest savings account. Budgets for audit/accounting and Board expenses exceeded expectations due to a double audit and increased Board expenses in 2022. Some libraries declined membership while others joined FOPL in 2022. The surplus revenue for 2022 was \$35,009, with 50% allocated to internally restricted funds. Requests for proposals were sent out for auditing services for the 2023 fiscal year end, with Ouseley Hanvey Clipsham and Deep LLP proposed for appointment based on evaluations.

#### **FOPL-Resolution-2023-AGM-05**

Moved by Kelly Bernstein and seconded by Todd Kyle, THAT the Treasurer's Report be received as circulated. CARRIED.

#### **FOPL-Resolution-2023-AGM-06**

Moved by Kelly Bernstein and seconded by Todd Kyle, THAT the Audited Financial Statements and Auditor's Report for the fiscal year ending December 31, 2022, be received as circulated; and

#### **FOPL-Resolution-2023-AGM-07**

Moved by Kelly Bernstein and seconded by Todd Kyle, THAT the firm with Ouseley Hanvey Clipsham and Deep LLP be appointed to conduct and audit for the next three fiscal years, starting with December 31, 2023; and

#### **FOPL-Resolution-2023-AGM-08**

Moved by Kelly Bernstein and seconded by Todd Kyle, THAT the FOPL budget for fiscal year 2023 be received as circulated. CARRIED.

### **9. Confirmation of Acts of Directors & Officers**

#### **FOPL-Resolution-2023-AGM-09**

Moved by Chris Stephenson and seconded by Rebecca Hunt, THAT all acts, contacts, by-laws, proceedings, appointments, elections and payments, enacted, made, done and taken in good faith by the directors and officers of FOPL to the date of this meeting, as the same are set out or referred to in the resolutions to the Board of directors, the minutes of the meetings of the Board of directors or in the financial statements of the federation, are approved, sanctioned and confirmed. CARRIED.

### **10. Confirmation of Acts of Directors & Officers**

#### **a. Indigenous Library Partnerships Working Group**

Feather Maracle, Chair of the Working Group, provided a verbal update. The Working Group convenes based on specific topics of interest. In the Fall, they organized an information session on incorporating Truth and Reconciliation practices into library spaces, which was recorded and made available on the FOPL website. The group remains dedicated to advocating for First Nations Public Libraries. Prior to COVID, there were 46 First Nations libraries, but the number has decreased to 39, emphasizing the closure of 13 Public Libraries on reserve since the pandemic began. The language in the land acknowledgement has been updated to reflect all of Ontario, as most meetings are now virtual with members joining from across the province, unlike the previous Toronto-centric focus during in-person meetings.

#### **b. Marketing and Communications Advisory Working Group**

Sabrina Saunders, Chair of the Working Group, provided an update. The 2022 Working Group encompassed both Board Members and Operational Members. Board Members

focused on enhancing communication and marketing efforts, including website improvements, providing updated infographics to member libraries, developing a communication package, and creating a primer video on public libraries. They also participated in Caucus meetings for recruitment purposes. Meanwhile, Operational Members managed FOPL's social media presence and crafted infographics. Despite facing challenges due to staff turnover, they significantly bolstered FOPL's social media impact. However, with a decrease in volunteers, the group seeks new members, particularly those with social media expertise, to ensure continued success in 2023.

**c. Government Relations Working Group**

Margie Singleton, Chair of the Working Group, provided an update. The Working Group discussed various topics, notably addressing the growing concern of violent incidents and disturbances in libraries across the province. Safety and security for library staff and patrons have become significant issues, with libraries resorting to hiring external security and providing additional staff training. The root of the problem lies in the lack of support for individuals with mental health or addiction issues, exacerbated by underfunded or closing social services, leading them to seek refuge in public libraries. In April 2022, the Toronto Public Library (TPL) identified an advocacy opportunity to increase investments in mental health and addiction crisis intervention services. The Government Relations Working Group endorsed TPL's advocacy priority, recommending the FOPL Board to adopt it, which was agreed upon and adopted in November 2022.

**d. Research & Development Working Group**

Shawn McDonough, Chair of the Working Group, provided an update. The Working Group has completed an interactive dashBoard to replace the annual data report sent to FOPL members. They plan to update the 2022 Ministry of Sport, Culture, and Tourism - Annual Survey of Public Libraries (ASPL) once the Ministry completes its annual update. The group is in discussions with the Toronto Public Library to merge data from the IMPACT survey with Ministry survey results and explore adding additional datasets from Statistics Canada. They are considering hiring support staff through grant initiatives and expanding the group's composition by two members, including adding a Co-Chair. Next steps include preparing training webinars, finalizing the group's composition, and enhancing the dashBoard capabilities. Information sessions and webinars to members in 2023 will cover topics like the ramifications of Bill C-23, asset management legislation, and artificial intelligence.

**e. French Translation Working Group**

Catherina Rouse, Chair of the Working Group, provided an update. In 2022, the French Translation Working Group convened three times, identifying various items for translation, which were then assigned as homework to group members. The translation of the new FOPL infographics remains outstanding.

**f. CELUPL**

The Executive Director provided an update. Throughout 2022, the CELUPL Group convened twice, focusing on key topics and activities. In their April meeting, Ministry staff provided updates on the Annual Survey and encouraged ongoing suggestions. Additionally, Ontario Library Service celebrated its first anniversary, while discussions in

the FOPL Caucus meeting touched on various subjects such as elections toolkit, CELA funding, and pandemic recovery efforts. Many libraries reported post-pandemic activities like hiring new staff and facility renovations. On November 4, marking CELUPL's first in-person meeting since November 2019, discussions revolved around Ministry nominations for the Ontario Public Library Service Awards and FOPL's advocacy initiatives, including the Data DashBoard introduction. Other topics included OLS collaboration with the ministry on broadband access and addressing safety and security concerns in libraries. Discussions also involved the impact of Bill 23 More Homes, Built Faster Act on Development Charges.

**FOPL-Resolution-2023-AGM-10**

Moved by Matthew Corbett and seconded by Rae-Lynne Aramburo, THAT the Reports of all Working Groups and Committees be received as circulated. CARRIED.

**11. Nominations & Elections to the Board for 2023**

*The Deadline for Nominations was February 13, 2023, at 4:00pm.*

|                                    |   |
|------------------------------------|---|
| <b>First Nations Caucus CEO</b>    | Kathleen Peters [acclaimed]             |
| <b>Large Urban Caucus CEO</b>      | Margie Singleton [acclaimed]            |
| <b>Large Urban Caucus Trustee</b>  | <i>remains open</i>                     |
| <b>Northern Caucus CEO</b>         | Rebecca Hunt [acclaimed]                |
| <b>Rural Caucus Trustee</b>        | <i>remains open</i>                     |
| <b>Small Medium Caucus Trustee</b> | <i>remains open</i>                     |
| <b>Small Medium Caucus CEO</b>     | Matthew Corbett [elected November 2022] |
| <b>Former Library Leaders Rep</b>  | David Harvie [acclaimed]                |
| <b>Toronto Public Library MGMT</b> | Lisa Radha Vohra [appointed]            |

Members were encouraged to connect with their Board members following the appointment of the new Board, to identify potential candidates interested in filling open positions on the FOPL Board.

**FOPL-Resolution-2023-AGM-11**

Moved by Sarah Andrews and seconded by Todd Kyle, THAT That the names of those appointed and elected to the FOPL Board of directors by the various caucuses be received. CARRIED.

## 12. Other Business

### a. Member Motions

*Deadline for member motions was March 22, 2023, at 4:00pm.*

*According to FOPL Bylaw, Section 9.2, Resolutions shall be prepared and submitted to the Board no later than 30 days prior to the Annual General Meeting. Resolutions, other than resolutions proposed by the Board, may not exceed 200 words in length, and shall be signed by the presiding officer and the secretary of the submitting body.*

None.

### b. Emergency Motions

*According to FOPL Bylaw, Section 9.2.1, Emergency resolutions shall have the same requirements as regular resolutions, respective of word length and signatories. Emergency resolutions may be presented to the Annual General Meeting where the matter provoking the resolution could not reasonably have been known by the submitting body more than 30 days prior to the Annual General Meeting, subject to the approval of the Board.*

None.

## 13. Adjournment

### **FOPL-Resolution-2023-AGM-12**

Moved by Paul Ainslie and seconded by Sam Coghlan, THAT That the Annual General Meeting of the Federation of Ontario Public Libraries be adjourned at 10:40 a.m. CARRIED.

---

Paul Ainslie, Board Chair

---

Dina Stevens, Board Secretary