

## **THE THUNDER BAY PUBLIC LIBRARY BOARD**

### **REGULAR BOARD MEETING**

Thursday, June 12, 2025 - 5:15 p.m.

Waverley Resource

### **AGENDA**

We acknowledge that the City of Thunder Bay has been built on the traditional territory of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850. We also recognize the contributions made to our community by the Métis people.

1. **WELCOME AND INTRODUCTIONS (Observers and Invited Guests)**

M. Ross, Associate Director Development - Capital Campaign

2. **ADDITIONS TO THE AGENDA**

3. **DECLARATION OF CONFLICT OF INTEREST**

4. **MINUTES**

a) Regular Board Meeting – May 8, 2025

3-5

**MOTION: That the Minutes of the Regular Board Meeting held on Thursday, May 8, 2025, is adopted as amended/submitted.**

5. **CONSENT ITEMS – INFORMATION**

a) Resignation and appreciation of Board member Syed Kabir

**MOTION: That the Correspondence and Reports be received for action and/or information.**

6. **DECISION ITEMS**

- |  |     |
|--|-----|
| a) Electronic vote for Waverley RFP (passed by email)    | N/A |
| b) Workplace Violence 5.17 (as reviewed by committee) KF | N/A |
| c) Board Business during summer months                   | N/A |

7. **DISCUSSION/OTHER BUSINESS**

8. **CLOSED SESSION**

**MOTION:** That the Board move into Closed.

**MOTION:** That the Board move out of Closed Session.

**MOTION:** That the Board adopts the motions approved in Closed Session.

9. **NEXT MEETING DATE**

**September 13, 2024 – Waverley Resource Library**

10. **ADJOURNMENT**

**MOTION:** That the Regular meeting of the Thunder Bay Public Library Board being held on Thursday, June 13, 2024 be adjourned.

**THUNDER BAY PUBLIC LIBRARY BOARD  
Minutes of the Regular Board Meeting**

**Held on Thursday, May 8, 2025  
Mary J.L. Black Library**

C. Grieve  
C. McCraw  
C. Bagdon  
M. Zussino  
T. Giertuga  
K Fettes (virtually)  
J. Hudyma (virtually)  
R. Togman, CEO  
M. Akis, minute taker

Regrets:  
S. Kabir

We acknowledge that the City of Thunder Bay has been built on the traditional territory of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850. We also recognize the contributions made to our community by the Métis people.

**CALL TO ORDER**

**MOTION 025-033:** That the Regular Meeting of the Thunder Bay Public Library Board being held on Thursday May 8, 2025 now comes to order at 5:12 p.m.

**1. WELCOME AND INTRODUCTIONS (Observers and Invited Guests)**

J, O'Flaherty  
R, Hamlin-Douglas, Head Librarian - arrived at 5:27 p.m.

## 2. ADDITIONS TO THE AGENDA

- 5g) Resignation of Board member J. Todd
- 6b) Safety at TBPL

**MOTION 025-034:** That the Agenda of the May 8, 2025 be approved as amended.

Moved/Seconded: C. McCraw/T. Giertuga  
**CARRIED**

## 3. DECLARATION OF CONFLICT OF INTEREST

No Conflict of Interests were noted

## 4. MINUTES

**MOTION 025-035:** That the Minutes of the Regular meeting held on Thursday April 17, 2025, be adopted as submitted.

Moved/Seconded: C. McCraw/T. Giertuga  
**CARRIED**

## 5. CONSENT ITEMS

Items a-f (as provided)

- a) The CEO highlighted the fundraising from 2024
- b) Board Dinner - the annual Board dinner will be held on June 12
- c) VOLT - the CEO provided the board with the breakdown of the statistics on the return for investment
- d) Weekend and Holiday stats were provided in the agenda package indicating the decision to open over the holidays and move to a 7 day a week model is showing an increase in patron visits.
- e) Board response on Complaints - It was reiterated that as in past practice all complaints received by Board members should be sent to the Board Chair and/or the CEO, to be addressed. The Board would like to be kept informed about responses to complaints from the public.
- f) Hoopla - R. Hamlin-Douglas, provided the Board with an update and an explanation for changing to the new platform. This change had been in the planning stages for almost a year, it provides all formats, we had no music from 2020-2024, Hoopla provides this. The decision was based on good budgetary choices to obtain the best services for our patrons.

g) Recognition of Board member resignation

The Board recognized J. Todd for her many years of service on the TBPL Board.

**MOTION 025-036:** That the Correspondence and Reports be received for action and/or information

Moved/Seconded: M. Zussino/ C. Bagdon  
**CARRIED**

6. **DECISION ITEMS**

a) County Fair Lease

The CEO noted that the lease will expire in June, a draft agreement is currently in negotiation. The changes in the agreement would be in favor of the Library with an increase of approximately 20% more space and additional space of 4,600 ft to use until a tenant leases the space. The Library will also have larger signage and the mall will renovate the public bathroom.

**MOTION 025-037:** That the TBPL Board approve the draft lease of County Park as presented May 8, 2025.

Moved/Seconded: C. McCraw/M. Zussino  
**CARRIED**

R. Hamlin-Douglas arrived at 5:27 pm

b) Safety at TBPL

Occurrences of violence have become more severe and more frequent. There is an urgency to facilitate the hiring of an inhouse security presence as a deterrent. There will be procedural changes within the library also put in place. The CEO provided sound rationale for going to City Council with an ask for additional funding for security personnel. Questions from the Board were answered by the CEO.

**MOTION 025-038:** That the Board request of City Council prorated an amount of \$100,000/year to improve library and community safety.

Moved/Seconded: C. McCraw/C. Grieve  
**CARRIED**

**7. DISCUSSION/OTHER BUSINESS**

No other business was discussed

M. Akis, J O'Flaherty and R. Hamlin-Douglas left the mtg at 6:16 p.m.

**8. CLOSED SESSION**

**MOTION:** That in accordance with PLA Section 16.4, a,e,f, the Board move into Closed Session #2.

**MOTION:** That the Board moves out of Closed Session.

**MOTION:** That the Board approves the motions passed in Closed Session.

**9. NEXT MEETING DATE**

Thursday, June 12, 2025 -Waverley Resource Library @ 5:15 p.m.

**ADJOURNMENT**

The regular meeting of the Thunder Bay Public Library Board being held on Thursday, May 8, 2025 now adjourns at 6:38 p.m..