



Guelph Public Library
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Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, May 26, 2025

Prepared by Barbara Powe, Administrative Assistant

Members

Danny Williamson (Chair)

Randalin Ellery (Past Chair)

Alexandra Ortiz Carlsson (Vice Chair)

Renganathan Sadagoban (Vice Chair)

Bang Ly (Secretary)

Vivian Webb

Denise Rishworth*

Claire Cowan

Candice Lepage

Councillor Rodrigo Goller

Councillor Leanne Caron*

Councillor Carly Klassen

Staff

Dan Atkins (CEO)

Michelle Campbell (Deputy CEO)

Carolyn Elston-Ryder (Human Resources)

Meg Forestell-Page (Manager of Public Service)

Kirsten Bester Development Officer)

Barbara Powe (Administrative Assistant)

Guests

City of Guelph

Regrets

Randalin Ellery

Carly Klassen

*** Attended Virtually**

1 Call to Order

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, Danny Williamson, at 6:03 p.m. on Monday, May 26, 2025. Dan Atkins, Treasurer, was present.

1.1 First Nations Acknowledgement

V. Webb read the Territorial Acknowledgement.

L. Caron joined the meeting at 6:04 p.m.

1.2 Guelph Public Library Values

D. Williamson shared their GPL Values.

2 Approval of Agenda

Motion 34.25:

Moved by B. Ly

Seconded by A. O. Carlsson

That the Guelph Public Library Board approve the Agenda of the May Library Board meeting as circulated.

Carried

3 Apologies for Non-Attendance

Randalin Ellery

Carly Klassen

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

5.1 Adoption of April 2025 Minutes

5.2 Correspondence

5.3 CEO's Report

5.4 Service Utilization Scorecard

5.5 Service Capacity Scorecard

5.6 Operating Variance Report

5.7 New Central Library Update

Motion 35.25:

Moved by V. Webb

Seconded by C. Cowan

That the Guelph Public Library Board approve the Consent Agenda as circulated.

Carried

6 Presentations & Reports

6.1 New Central Library Project Update

A. Vilkko shared past project highlights. He reported that the project continues to be on time and on budget with 99% of the building structure completed.

The City is working with the CEO to finalize the building lease by the end of august which will be presented to the Board.

A discussion followed.

City of Guelph Staff left the meeting at 6:18 p.m.

Motion 36.25:

Moved by R. Sadagoban

Seconded by C. Lepage

That the Guelph Public Library Board receive the New Central Library Project Update for information.

Carried

6.2 Annual Programming Review

The current programming team consists of:

One (1) Program Coordinator

Two (2) Full-time Programmers

One (1) Part-time Programmer

Support from the Information Department Staff

M. Forestell-Page reported that the programming department is focused on planning programs that align with the new strategic initiatives. In 2024, the

Programming department held 1,504 programs with a total of 35,264 attendees. 2024 programs saw a participation increase of 28% from 2023.

Looking ahead, 2025 priorities include:

- New roles and department growth (Invest in Our Team)
- Inclusive programming (Amplifying Our Stories)
- Tech and sustainability focus (Build Future-Focused Libraries)
- Continue strategic outreach and partnerships (Amplify Our Stories)

A discussion followed.

Motion 37.25:

Moved by R. Sadagoban

Seconded by A. O. Carlsson

That the Guelph Public Library Board receive the 2024 Annual Programming Review for information.

Carried

6.3 Library Digital Collection

M. Forestell-Page reported that the Library currently provides access to 39 eResources which include eBooks and eAudiobooks, streaming video and music, digital magazines and newspapers, educational tools, language learning platforms, genealogy and historical research databases, and a broad array of reference materials.

Digital Collection Overview

Total eResources: 39

eBook and eAudio Platforms: 3

Streaming Music and Video Platforms: 4

Monthly Usage: Approximately 30,000 user sessions and over 34,600 retrievals

eBooks and eAudiobooks

- The current cost model for eBooks and eAudiobooks present the following challenges:
- Public libraries lease—not own—these titles.
- Titles often expire after 2 years or 26 checkouts, whichever comes first.
- Libraries can pay up to five times more than a consumer would for a single title.

- CloudLibrary cost GPL \$11, 909.27 in software maintenance and \$122,568.23 in titles (which accounted for 12.5% of the collection budget).
- On an average month, GPL has 18,300 titles in our CloudLibrary collection and has around 14,200 check-outs each month.

In response to these challenges, GPL has implemented the following:

- **Advocacy:** GPL staff have collaborated with Canadian libraries to demand fair pricing from publishers and vendors.
- **Strict Curation and Budget Risk Management:** The current budget for CloudLibrary limits the scope of titles available to purchase. At present, newly acquired titles mainly include newly released bestsellers, the repurchasing of popular past bestsellers, and suggested purchases in high demand. Titles are typically purchased in eBook format and only in eAudio format if demand justifies the cost.
- **CloudLink Initiative:** Our Digital Services Librarian was instrumental in advocating for the creation of CloudLink, a resource-sharing program that allows participating libraries to pool their collections. This has dramatically expanded GPL's digital collection at no additional cost.
- **Usage Impact:** However, CloudLink also accelerates the "burn rate" on titles due to higher overall usage, requiring careful monitoring and funding strategies.

GPL's digital collection is essential to achieving our vision of a connected, informed, and empowered community. We will continue to pursue innovation, collaboration, and strategic financial planning to ensure that our resources meet the needs of all Guelph residents—today and into the future.

Motion 38.25:

Moved by B. Ly

Seconded by A. O. Carlsson

That the Guelph Public Library Board receive the Digital Collection report for information.

Carried

7 Authority to Move into Closed Session

Motion 39.25:

Moved by C. Lepage

Seconded by R. Sadagoban

That the Guelph Public Library now hold a meeting that is closed to the public pursuant to:

The Public Libraries Act, Section 16.1(4) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(a) a proposed or pending acquisition or disposition of land by the Board;

(d) labour relations or employee negotiations;

The meeting was moved in-camera at 7:09 p.m.

A motion to approve the agenda carried. – Motion IC.20.25

A motion to approve the consent agenda carried. – Motion IC.21.25

A motion directing Staff to follow actions presented by the Board carried – Motion IC.22.25.

A motion to receive the Human Resources report carried – Motion IC.23.25

A motion directing Staff to follow actions presented by the Board carried - Motion IC.24.25.

The meeting was move out of in-camera at 7:55 p.m.

8 New Business

Nothing to report.

9 Unfinished Business

Nothing to report.

10 Next Meeting

Chair, D. Williamson announced that the next Board meeting would be Monday, June 30, 2025 at 6:00 p.m.

11 Adjournment

Motion 40.25:

Moved by C. Cowan

Seconded by V. Webb

That the Guelph Public Library meeting of May 2025 be adjourned.

Carried

Meeting adjourned at 7:58 p.m.

Library Board Chair

Date

Library CEO (Board Secretary)

Date