



Agenda
Orangeville Public Library Board

Wednesday, January 27, 2021, 5:00 p.m.
Chair and Secretary Participating Remotely
The Corporation of the Town of Orangeville

NOTICE

Due to efforts to contain the spread of COVID-19, the Mill Street Library will not be open to the public to attend Orangeville Public Library Board meetings until further notice.

Prior to the meeting, written comments may be sent to the CEO of the Library Board by email at dfraser@orangeville.ca.

Members of the public wishing to attend the meeting on the above-noted date and time can request access by calling (519-941-0610 ext# 5221) or by email to the CEO (dfraser@orangeville.ca) or via the online form available on the website.

Please note that your full name and comments will be part of the public record and will be included in the minutes of the meeting.

Accessibility Accommodations

If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2256 or via email at clerksdept@orangeville.ca

Pages

1. **Call to Order**
2. **Disclosures of (Direct or Indirect) Pecuniary Interest**
3. **Adoption of Minutes of Previous Meeting**
Recommendations:
That the minutes of the meeting for December 9, 2020 be approved.
4. **Presentations**
5. **Items for Discussion and Reports**

5.1. Information Items

Recommendations:

That the information items be received.

5.1.1. CEO Report 6

5.1.2. Incident Report 16

5.1.3. Library Service Index 17

5.2. Report # 21-001 19

That report # 21-001, dated January 27, 2021, with respect to the Survey Results of the Board Self-Evaluation, be received;

And that the Library board establish a working committee to review the results and recommend actions for the future.

6. Correspondence

6.1. Signed Library Agreement from Amaranth 34

Recommendations:

That the library board receive the signed agreement from Amaranth.

7. New Business

8. Date of Next Meeting

The next meeting is scheduled for February 24, 2021

9. Adjournment



Orangeville Public Library Board
Meeting Minutes
1 Mill Street (5:00 p.m.)
Wednesday, December 9, 2020

Members Present (in person)

Councillor Grant Peters
Councillor Lisa Post
Mr. Bill Rea, Chair
Ms. Shelley Bergant
Ms. Sheri Marks (arrived 5:35)

Staff Present (in person)

Ms. D. Fraser, CEO
Ms. K. Carson, Technical Assistant
Ms. D. Vatanen, Minutes

Remote Participation:

Mr. Benn MacDonald
Mr. Patrick Neely

Ms. N Syed, Treasurer (**Remote**)

1. Call to Order

The Chair, Mr. Rea, called the meeting to order at 5:00 p.m.

Mr. Rea received word that Ms. Marks was delayed and indicated that he would hold budget discussions until Ms. Marks arrived or until 5:30 p.m.

2. Declarations of Conflict of Interest

None.

3. Approval of Agenda

20.52 Moved by Grant Peters
Seconded by Patrick Neely

That the agenda of December 9, 2020 be approved.

Carried.

4. Adoption of the Previous Library Board Meeting Minutes

20.53 Moved by Lisa Post
Seconded by Patrick Neely

That the minutes of the meeting for October 28, 2020 be approved.

Carried.

5. Presentation to the Board **None.**

6. Reports

a) Report # 20-13 Draft 2021 Operating and Capital Budgets

This report was moved up on the agenda 5:30 p.m. as per the announcement by the Chair at the call to order. Ms. Syed addressed the board and answered questions regarding the budget from board members.

Ms. Marks arrived at 5:35 p.m.

20.54 Moved by Sheri Marks
Seconded by Shelley Bergant

That report # 20-13 dated December 9, 2020 with respect to the Draft 2021 Operating and Capital Budgets be received;

And that the proposed 2021-2025 Operating and 2021-2030 Capital Budget requests be approved and forwarded to Council for their consideration.

Carried.

7. Information Items (as of November 30, unless otherwise specified)

- a. CEO Report (December)
- b. Financial Reports

20.55 Moved by Lisa Post
Seconded by Sheri Marks

The library board requested moving monthly financial reports to quarterly financial reports to align with the corporate variance reports.

Carried.

- c. Incident Report
- d. Library Service Index
- e. Correspondence – regarding 2021 non-residents fees
 - i. Letter to Township of East Garafraxa
 - ii. Letter to Town of Mono

Ms. Post suggested that a letter be sent to the Township of Amaranth notifying them of the rate increase for non-resident fees for 2021.

20.56 Moved by Grant Peters
Seconded by Sheri Marks

That the information items as listed be received.

Carried.

8. Items for discussion / New Business

a. Ms. Bergant provided a verbal update of the Southern Ontario Library Services virtual meetings held on November 14 and December 3, 2020, there were many interesting topics including leaving no one behind at Public Libraries, performance measures, risk management, board succession planning and also board self-evaluation of their role.

Ms. Fraser was directed to send a survey/tool to board members regarding self-evaluation of their role on the board and to report results/outcome at the January meeting.

9. Closed Meeting **None.**

10. Municipal Update

- Councillor Peters thanked Ms. Carson for providing library resources for raising hens
- Budget process is moving along

11. Comments and Announcements

There were no questions from the public to the library board.

- **Virtual Only** - OLA Super Conference 2021: Clever Minds & Human Hearts February 3 to 6, 2021 and will be open to all staff and board members to attend. All content will be accessible for six months to view
- Ms. Fraser will be on vacation from Dec 16 – Jan 6, 2021

12. Adjournment

20.57 Moved by Patrick Neely
Seconded by Lisa Post

That the meeting be adjourned

(Time: 6:55 p.m.)

Bill Rea, Chair

Darla Fraser, CEO/Secretary

**Next Regular Meeting:
Wednesday, January 27, 2021 @ 5:00 p.m.
Mill Street**



CEO Report – January 2021

Since the board last met on December 9, 2020, the province has changed and increased its measures to reduce the spread of COVID-19, several times. The chart below shows the date, terminology, and our local response level.

Date	Provincial Terms	Local Library Response Level
December 9, 2020	Orange Level (COVID-19 Response Framework (colour-coded zones))	Phase IV - Precautionary
December 14, 2020	RED (Control) Level (COVID-19 Response Framework (colour-coded zones))	Phase IV - Precautionary
December 26, 2020	Colour-coded Framework Paused. Provincewide Shutdown restrictions	Phase III – Limited services
January 14, 2021	Stay-at-Home Order	Phase II – Curbside

These latest measures (Stay-at-Home), including the provincial declaration of emergency under the EMCPA, orders under that Act, and amendments to regulations under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 remain in effect for 28 days (to February 11, 2021).

Locally, for the library this requires a return to phase II of our response plan, however, unlike the first closure at this time we have not laid off staff. Library services have been provided an exception to the stay-at-home order and may open in accordance with the sector specific restrictions, as detailed below...

“Libraries may open:

- *For contactless curbside, delivery, and pick-up*
- *If they ensure that circulating materials returned to the library are disinfected or quarantined for an appropriate period of time before they are recirculated*
- *For permitted services (e.g., childcare services, mental health, and addiction support services to a limit of 10 persons [AA meetings], provision of social services)*
- *Contact information recording required”*

The exception for library services under the current stay-at-home order speaks to the province’s recognition of the value and benefits of access to reading materials. Education and entertainment help people stay home. In the words of author Neil Gaiman, there are valid science-backed reasons for reading and research evidence that shows its value and benefits on literacy levels, particularly amongst children and young people. **An improvement in concentration and memory, better vocabulary and writing skills, and increased empathy**

and general knowledge, but as well as linking with literacy, reading for pleasure – which includes both fiction and non-fiction (think about how many people enjoy looking at cooking books without taking them anywhere near the kitchen!) – **reduces stress, aids sleep, and alleviates depression**. All pluses when it comes to good mental health and well-being.

Operations

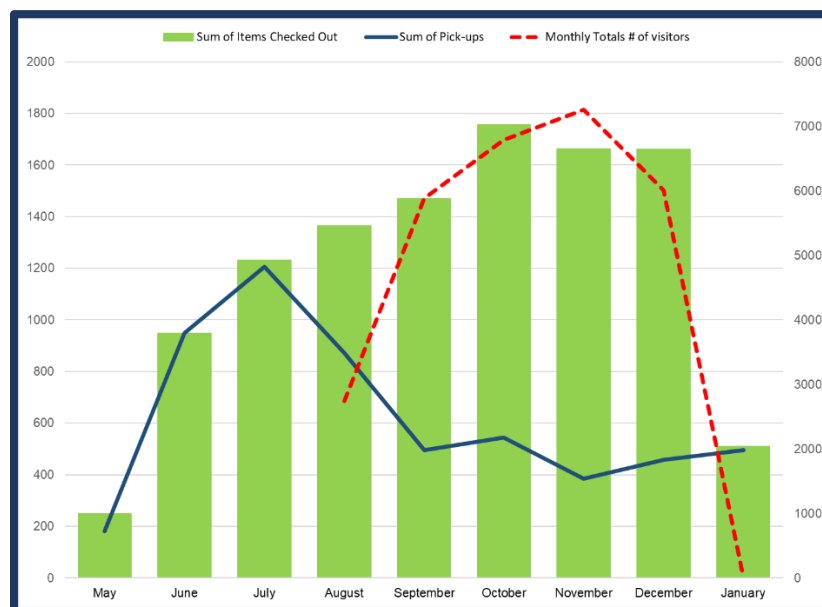
December began optimistically, with our doors at Mill Street open to the public and a greeter in place to screen all visitors, things were beginning to feel like we were moving in a positive way. With the provincial change implemented on December 26th, we were forced to revert to curbside pickup only and close the building to the public.

To keep as many staff home as possible, (stay at home order in place) the schedule was again revised to break the teams of four into two. Each team of two works every other day during their work week (still working one week on, one week off). Our casual staff have not been laid off (even though they are currently not being scheduled) as we still need them to be available to work if called in. If any of the nine PSAs currently going into the library cannot make it (for any reason) we need another set of hands quickly, and if we want to keep to our separate groupings, we cannot draw assistance from another team.

The current schedule seems to be working but it does mean long busy shifts for those on duty. The following is an excerpt from one of the emails left from one team to the next, giving you an idea of the chaos behind the numbers.

Shockingly, only 48 pick-ups, but PaGeS and PagEs of holds! It was bananas with long telephone calls ('Do you have this? Do you have that?' Can you renew this? Can you check that? Etc.) and Grab 'n' Go's and just EverYtHinG.

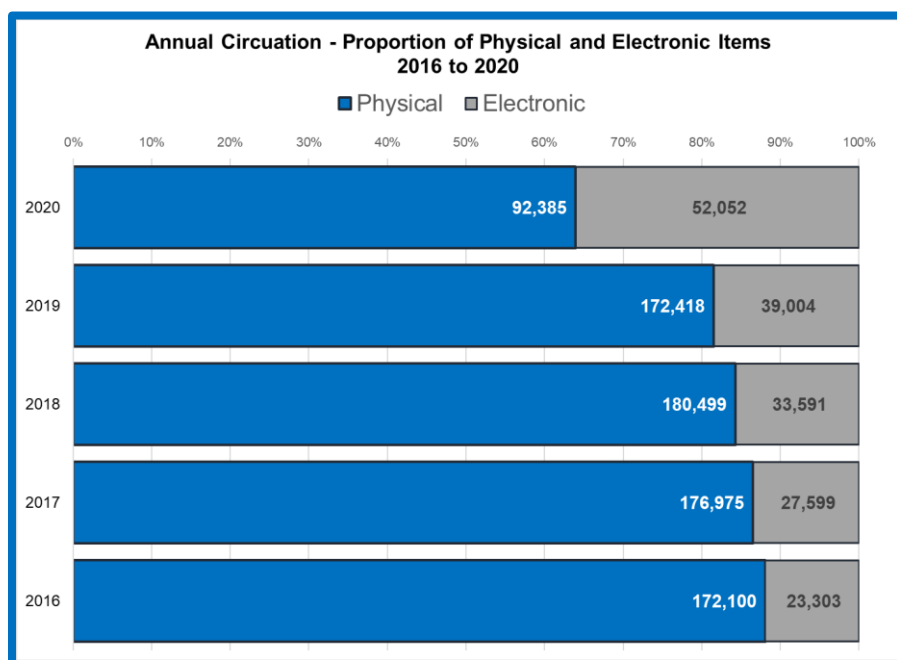
The chart below shows the monthly statistics for the number of items checked out. Note that January numbers are incomplete (data to the 13th only). What is obvious from the chart is that people want in the building, whether to access other services or simply to select their own material from the stacks/shelves and/or displays.

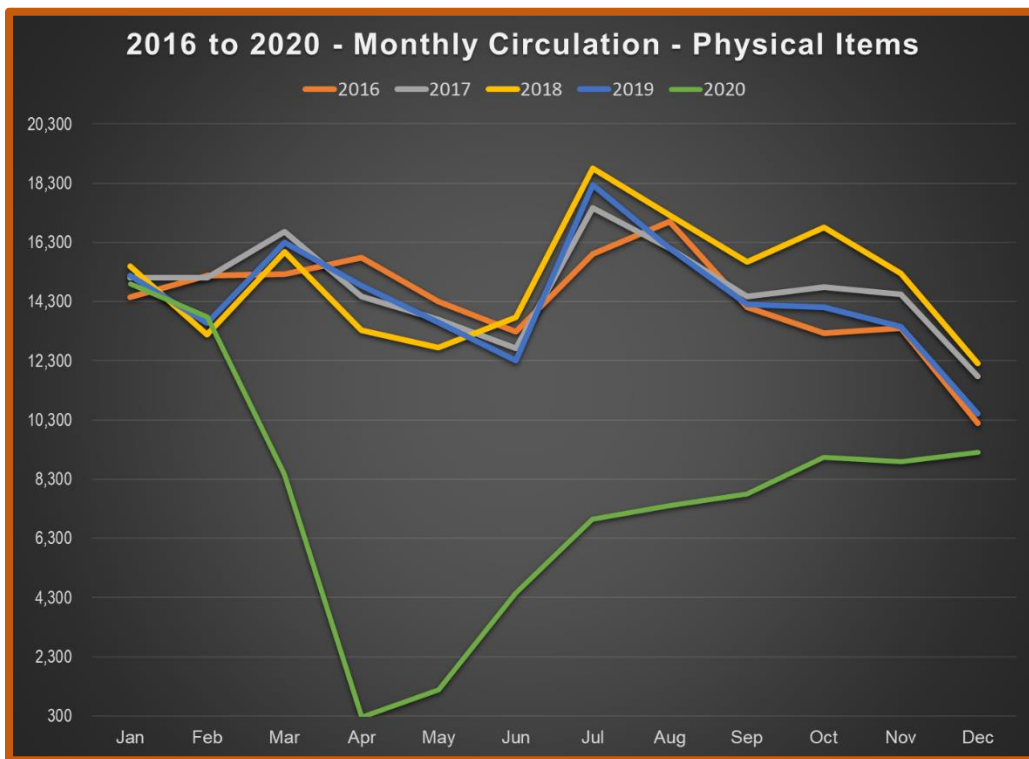


From the other perspective, below is a sampling of what people are saying...

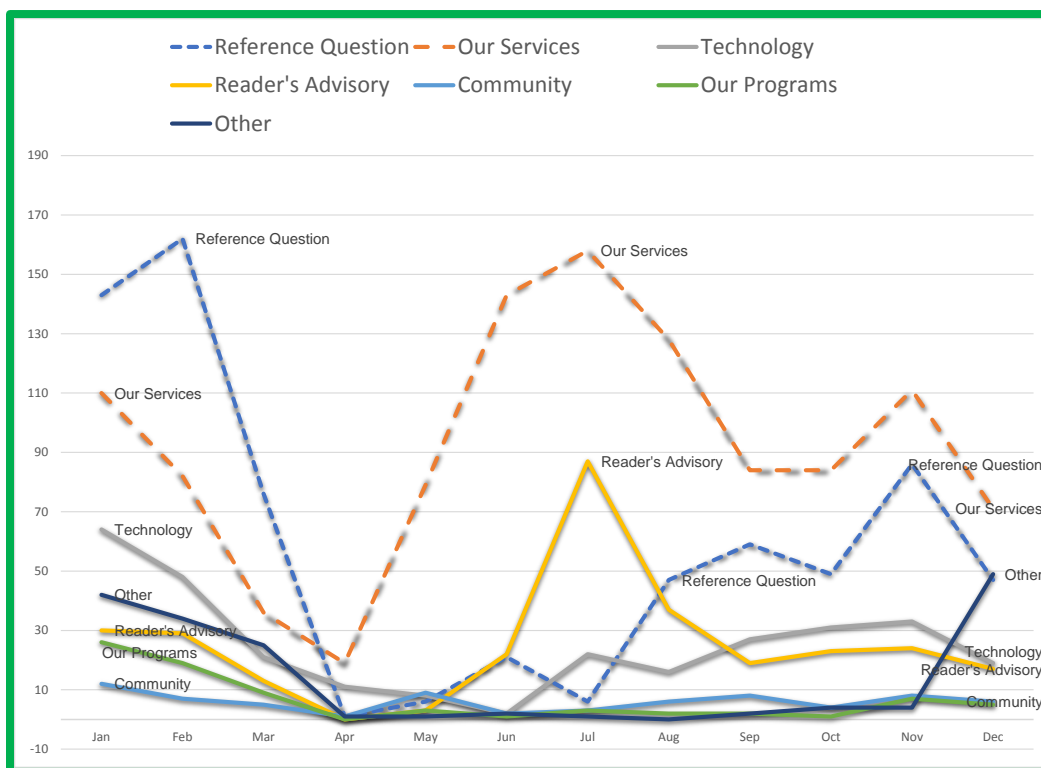
<p>From a new patron who moved to Mono from Toronto.</p> <p>Staff set her up with a grab bag and this was her response.</p>	<p>Thank you! I took a sneak peek at the list and they look great. The kids will be excited to look through.</p> <p>I'm also flipping through some magazines. Your site is great.</p> <p>I honestly thought one of the things I would really miss about Toronto is the library - it's fantastic. But you are even better I think; certainly, don't get the same level of service there!</p>
<p>Grab n Go reactions</p>	<p>"This is SO FUN!!!! So easy and my kids thought it was Christmas!!!! So excited to pick up the bags, open the bags and then reading all day long!"</p> <p>This is such a great idea!</p> <p>Hi there.</p> <p>I just saw a post about your surprise Grab bags. What a great idea!!</p>
<p>From two regular patrons</p>	<p>In reference to our services and the job we are doing, she said, we were "Wonderful, wonderful, wonderful".</p> <p>We are her essential service - the library is essential in her life. she would not be ok if the library wasn't open.</p>
<p>Curbside Pick-Up Service</p>	<p>"I wanted to send a quick note to thank the Orangeville Library Team. We are all living in extraordinary times right now. I find such joy when I pick up my bag of goodies from the library's curbside pick-up. Being able to escape into a great story or have some mindless time devouring a magazine is such a gift. Thank you for all that you do for our community. The Orangeville library, they have something for everyone."</p> <p>"Thanks a lot for such a brilliant service in this difficult situation," Yash.</p>

Staff are working on completing a year-end report summarizing all data collected in 2020, however, at this time the following three charts provide a glimpse into how the year compares (or not) to previous years.





The line graph below is a snapshot of the various requests and questions fielded by library staff over this past year.



Professional Development / Training

Identified as a priority, **Diversity and Inclusion** training for staff has begun with a series of webinars initiated at the corporate level.

- Interrupting Patterns and New Paths Forward: Diversity & Inclusion
 - All library employees participated (November – December 2020)
- Outsmarting Unconscious Bias (Inclusive Hiring and Talent Management focus)
 - Managers and supervisors (January 2021)
- Emotional Intelligence to Boost Morale and Ease Conflict
 - scheduled for late January 2021

Further actions will be required with the recognition that systemic racism is a real barrier experienced by many of our colleagues, neighbors, and patrons, and to ensure that the Orangeville Public Library complies with the spirit, principles, and intent of the Canadian Library Association Statement on Diversity (<http://cfla-fcab.ca/en/guidelines-and-position-papers/position-statement-on-diversity-and-inclusion>).

The Canadian Federation of Library Associations (CFLA-FCAB) believes that a diverse and pluralistic society is central to our country's identity. Libraries have a responsibility to contribute to a culture that recognizes diversity and fosters social inclusion.

Libraries strive to deliver inclusive service. Canada's libraries recognize and energetically affirm the dignity of those they serve, regardless of heritage, education, beliefs, race, religion, gender, age, sexual orientation, gender identity, physical or mental capabilities, or income.



Libraries understand that an acceptance of differences can place individual and collective values in conflict. Libraries are committed to tolerance and understanding. Libraries act to ensure that people can enjoy services free from any attempt by others to impose values, customs, or beliefs.

All Public Service Assistants (PSAs) have completed the WHMIS: GHS Classification & Communication – online training modules.

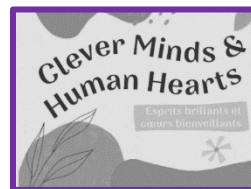
Super Conference 2021: Clever Minds & Human Hearts - February 3 to 6, 2021.

Access to the virtual Ontario Library Association Super Conference 2021 has been secured and registration is underway. You should have received an email confirming your registration along with login details to create your virtual conference account and start building your personal schedule.

The Super Conference has been re-imagined into a completely virtual event.

Your registration will provide you access to:

- All-Conference Keynote sessions;
- Divisional Spotlight talks;
- Over 100 interactive and engaging sessions;
- Live conversations and opportunities to engage in meaningful dialogue;
- An exciting Virtual Expo floor full of products and demonstrations from vendors across library land.



2021 Budget Process

The 2021 proposed operating and capital budgets were presented to Council on Monday, January 18, 2021 with Capital and Operating (consolidated) presentations reserved for February 1st and 2nd respectively. Additional meetings will be scheduled in February should Council require further deliberation.

Collection

The Radon detectors are all out being used with a wait list of 13. Final beta testing for the hot spots (mobile Wi-Fi) is being completed and they should be ready to be added to the collection in February.

Orangeville is one of the many libraries across the province participating in the Parks Day-Use Vehicle Permit Lending Program. Patrons can borrow a day-use vehicle permit, which will include free entry, and discount coupons for a future regular day-use vehicle permit to Ontario Parks. Ontario Parks Passes will be added to the non-traditional collection this month.

Although actively encouraging use of electronic materials, the physical collection remains in demand. New material and items from other libraries (Interlibrary loan continues with many libraries still participating) continue to circulate through Mill Street. Although delivery of new items has been confirmed with most suppliers, there have been numerous delays in receiving in-demand (new) material.

Monthly use of electronic resources, other than Overdrive Libby collection, has increased 550% over last year (monthly average 193 in 2019 versus 1260 in 2020). The Ancestry Library Edition continues to be available from home until at least March.

The ScanPro microfilm reader is out for some much-needed upgrades.

Miscellaneous

We have received a request from the Ontario Paranormal Research Society seeking access to the Mill Street library for a paranormal investigation. They would be happy to document this event and provide the library with any evidence that they capture. A. Delurey expressed a strong interest in learning the history around some of our town's historic landmarks like the Orangeville Public Library and would be absolutely overjoyed to receive approval for the investigation. Obviously not possible now with the current restrictions in place, but perhaps some time in the future.

The Alder Recreation Centre is currently closed to the public and although we have staff going into the library once a day, facilities staff are busy painting the interior of the Alder library branch.

Southern Ontario Library Services (SOLS) and Ontario Library Services North (OLS-North)

In February 2020, Library CEOs were informed that the Southern Ontario Library Services (SOLS) and Ontario Library Services North (OLS-North) boards had struck a Joint Amalgamation Committee. Its primary responsibility was to conduct an in-depth exploration and discussion on amalgamation of the two organizations. Since February, the committee has completed the due diligence review to identify any barriers or concerns with regards to a merger.

A final report from the Joint Amalgamation Committee was submitted to the OLS-North and SOLS Boards at special meetings held on May 28th and 29th, respectively. In both cases, the boards accepted the recommendation of the Committee to proceed with the merger and to

establish a Joint Transition Committee to negotiate the Amalgamation Agreement. This Committee is comprised of the Chairs, Vice Chairs and CEOs of OLS-North and SOLS. Once completed, the Amalgamation Agreement was presented to each board for final approval in the fall of 2020. The goal is to have the new amalgamated organization up and running by April 1st, 2021 to coincide with the new fiscal year. Further details and information will be shared as it becomes available.

Community Partners

Due to COVID-19 restrictions, the Friends of the Library did not decorate the library for the holidays this year. We were contacted by Branching Out Support Services about hand-made ornaments they had created. We were honoured to display their work on this festive tree.



Program and Research Update

The end of the programming year looked very different than it did at the beginning of 2020 for the Orangeville Public Library.

With the cancellation of numerous programs, including the high attendance March Break Shows, and the transition to virtual programming, it is unsurprising that there is a 55% decrease in the number of programs offered in 2020, and a 44% decrease in overall attendance compared to 2019.

2020 vs. 2019 Comparison of Total Program and Events Numbers

	2019 Total	2020 Total	Difference
Program and Events	538	242	55%
Attendance	9850	5468	44%

It is important to note that in-person attendance and virtual “attendance” are not a direct comparison, the statistic used varies by the type of virtual program (video recordings capture the unique number of views in one week versus a live Microsoft Teams event is an attendance

number, and in some instances where the event is also recorded, it includes a unique view count as well).

Another important note is that the number of programs/events and attendance in January, February and March of 2020 reflects in-person events only. During the transition to virtual programming in late March, the first three Virtual Storytime recordings (March 24, 26 and 31) were not captured in the initial LSI data. In the spirit of reporting on all program data, the decision was made to update the LSI with those missing figures, but to group them into the very first month of all virtual programming, which was April 2020 to keep a clear line between the very different types of counts. As demonstrated in the chart below, the April numbers have now increased significantly for attendance due to the high unique view counts for the first Virtual Storytime recordings before weekly views levelled off later in the year.

2020 LSI – Community Use – Program and Events Numbers

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Program and Events	40	42	16	14	11	10	30	35	16	10	9	9
Attendance	666	919	244	928	306	257	402	400	263	144	190	749

For December 2020 programs remained virtual, as they have been since late March. Although patrons were unable to gather in person, Program and Research staff offered a full line-up of exciting programs including hosting virtual authors, a Storytelling feature on the Orangeville Foodbank, and a virtual re-imagining of the extremely popular annual Stories with Santa program.

During Ontario Public Library Week in October, the Orangeville Library launched a fall reading challenge through our Beanstack tool called 5 to Try. A total of 46 community members (and 8 staff) registered to participate in the challenge, from all age groups. The challenge closed on the official last day of fall (December 21), and nine winners were announced. The recipients were pleased to win gift certificate prizes to local businesses just before Christmas.

The winners of the Design a Kids Card Contest which closed on December 1 were announced publicly on December 11 – congratulations to Emma and Evalie. The order for membership cards with the new designs has been placed and the cards are expected to arrive the last week of January. Staff are planning for the unveiling of the new card to the public.

Adult Programs

The annual Writers' Open Mic Night, held in partnership with local writing group the Headwaters Writers' Guild, was unfortunately cancelled in April 2020 after the initial lockdown closure, with the hope of rescheduling later in the year. Working with members of the Guild, the library decided to try a virtual version of the Writers' Open Mic Night. On December 3, 18 people gathered in Microsoft Teams and enjoyed an evening of poetry and prose from talented authors and writers. Master of Ceremonies, Dufferin County Poet Laureate Harry Posner, introduced a lineup of 12 captivating speakers which included not one, but four Poet Laureates from around Ontario.

The remaining adult offerings in December were regular ongoing programs, including the monthly Orange thREADs meeting, the Storytelling Series done in partnership with Community

Living Dufferin, and the Coffee, Conversation & Books - local author feature done in partnership with Grand Valley and Shelburne libraries.

Orangeville Foodbank Director, Heather Hayes, was the featured speaker for the December 14 Storytelling event and provided an enlightening look into the local operation during the COVID-19 pandemic.

On December 17, the Orangeville Library hosted local author and artist Mark Grice, speaking about his novel: Paint the Horse Blue. The program proved to be one of the library's most popular adult virtual programs garnering 11 live attendees in Microsoft Teams and 67 unique views in one week for the video recording released on YouTube after the event.

Children's Programs

Virtual Storytime took a pause in December to offer a special holiday series. In lieu of the annual Stories with Santa visit at Mill Street, the Program and Research staff (with the technical assistance from Collection and Systems Librarian, Kim Carson) worked with Santa to do a series of video recordings featuring Jolly old St. Nick reading stories by the Mill St. fireplace. With video editing assistance from volunteer Katrina Creelman, the videos came to life and were scheduled to release every Friday morning in December, ending on Christmas Day. The series was very successful with positive feedback from the community. News outlets around the town, including the Banner, the Citizen, and MyFM Radio, featured a story on the program and helped raise awareness. In turn, the series garnered 550 unique views between the four videos. The premiere video released on December 4 had the highest "attendance" with 276 unique views in the first week of release. Between the four videos, the average viewership was 137.

To compliment the virtual Stories with Santa Series, holiday themed Craft Kits were handed out for families to continue the literacy fun at home. Starting on December 18, the "gift of literacy" (wrapped children's books) was also handed out on a first come, first serve basis – a total of 88 books were given out for young readers to enjoy.



In November of 2020, staff began to engage with Teen Advisory Group members again via email to solicit feedback on how teens would like to interact with the library during the pandemic while in-person meetings are on hold. Feedback received indicated that the teens are still keen

to earn community service hours and would be interested in future virtual meetings or programs. The Program and Research team will continue to communicate with the group and investigate virtual possibilities for 2021. In the interim, the opportunity to earn volunteer hours in return for review and feedback on the Beanstack tool (by registering for and participating in the 5 to Try challenge) was offered and a few students were eager to participate.

Coming up in 2021...

- Virtual Storytime resumes in January with new recordings released every Tuesday.
- Virtual Orange thREADs meetings continue the third Tuesday of the month.
- Program staff at the Orangeville Library will continue to work with neighbouring Shelburne and Grand Valley Public Libraries to offer the Coffee, Conversation & Books program virtually on the Microsoft Teams platform. The program will be reduced slightly to be held on a quarterly basis. Orangeville will host the first program on January 20 featuring a discussion on The Ryepoint Redemption trilogy.
- To celebrate National Family Literacy Day on January 27, program staff have worked with local author and artist Winston F. Uytendyk to have a special story reading. Winston will be reading his first ever children's book, The Library Pet Parade and the video will be released at 10 a.m. on the library YouTube channel. Community members are encouraged to enter the library Family Literacy Day photo contest – entering a picture of their pet, or stuffed animal – for a chance to win a copy of Winston's book.
- The monthly Storytelling Series of programming will resume for the 2021 year in February. At the time being our partner, Community Living Dufferin, is not able to assist with this program due to the pandemic but hopes to rejoin when the situation changes. In the meantime, library staff will continue to grow this virtual offering.
- STEM based virtual workshops – Scientists in Situ – presented with the assistance of the Scientists in School organization will continue in 2021. Workshops are booked to take place on Saturday, February 13 and 26 for children ages 4 to 12 to enjoy with their families at home.
- Program and Research Staff are working with Parks and Recreation Staff within the town to develop an alternative Family Day offering for the community of Orangeville.
- The 100% Certainty Book Club, done in partnership with Hospice Dufferin, will continue virtually for 2021. The first meeting date is March 4 featuring the book "Traveling with Ghosts: A Memoir of Loss and Love" by Shannon Leone Fowler. Registration is now open.



Incident Report – December 2020

Rzone Incident Reports																
										2020						
Incident Type	Dec	Nov	Oct	Sept	from Aug 17	July	June	May	April	to Mar 14	Feb	Jan	Total	2019	2018	
Immediate & Temporary Ban Issued	0	0	0	0	0	Closed	Closed	Closed	Closed	0	0	0	0	4	9	
Empty alcohol bottles / drug paraphernalia	0	0	0	0	0	to	to	to	to	1	1	2	4	1	5	
Disrespectful Behaviour	0	0	2	0	0	the	the	the	the	0	0	0	0	4	13	
Miscellaneous	0	0	0	0	0	Public	Public	Public	Public	0	0	0	0	5	3	
Total	0	0	2	0	0	0	0	0	0	1	1	2	4	10	21	
Police Walk-throughs at Mill Street																
										2020						
Day of Week	Dec	Nov	Oct	Sept	from Aug 17	July	June	May	April	to Mar 14	Feb	Jan	Total	2019	2018	
Sunday	Closed					Closed	Closed	Closed	Closed	0	1	1	2	3	4	
Monday	0	0	0	0	0	to	to	to	to	0	1	1	2	11	29	
Tuesday	7	5	0	0	0	the	the	the	the	2	6	2	22	19	22	
Wednesday	3	4	0	0	0	Public	Public	Public	Public	2	7	8	24	50	68	
Thursday	4	5	0	0	0					1	7	13	30	38	56	
Friday	5	6	0	0	0					2	3	12	28	27	59	
Saturday	3	1	0	0	0					0	3	5	12	39	64	
Total	22	21	0	0	0	0	0	0	0	7	28	42	120	187	302	



*Respect for Yourself
Respect for Others
Responsibility for your Actions*

Library Services Index

A. Member Activity		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	2020 Monthly Average	% of Total
A.1	Active Memberships	7,722	7,761	7,710	7,650	7,569	7,480	7,252	7,096	6,943	6,808	6,701	6,629	<i>Point in Time</i>	7,277	
	Adult Books	5,944	5,219	3,074	109	551	1,872	2,667	2,829	2,902	3,253	3,252	3,547	35,219	2,935	38%
	Kids Books	5,892	5,718	3,607	93	489	1,768	3,183	3,423	3,551	4,253	4,046	4,160	40,183	3,349	43%
	Magazines	241	253	87	9	23	59	89	135	156	126	207	176	1,561	130	2%
	Books to listen to	437	389	242	18	8	130	226	189	245	273	270	216	2,643	220	3%
	Movies & TV shows	2,375	2,194	1,470	30	122	618	766	812	933	1,115	1,099	1,106	12,640	1,053	14%
	Cool Stuff - not books	15	16	13	2	2	3	18	14	9	24	10	13	139	12	0%
A.2	Physical Collection	14,904	13,789	8,493	261	1,195	4,450	6,949	7,402	7,796	9,044	8,884	9,218	92,385	7,699	100%
	eBooks	2,305	2,100	2,422	3,305	3,417	2,964	3,276	3,688	3,364	3,096	2,711	2,861	35,509	2,959	69%
	eAudioBooks	1,414	1,279	1,187	1,278	1,447	1,272	1,437	1,413	1,419	1,417	1,328	1,316	16,207	1,351	31%
A.3	OverDrive	3,719	3,379	3,609	4,583	4,864	4,236	4,713	5,101	4,783	4,513	4,039	4,177	51,716	4,310	100%
A.4	Electronic Resources	175	546	1,490	1,971	1,442	1,265	1,560	1,778	1,164	1,324	1,111	1,298	15,124	1,260	
A.5	Items Reserved	2,780	2,443	1,563	273	1,653	3,795	4,097	3,347	2,874	3,227	3,055	3,062	32,169	2,681	
B. Community Use		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	
					Virtual Only								Virtual Only			
B.1	Program and Events	40	42	16	14	11	10	30	35	16	10	9	9	242	20	
	Attendance	666	919	244	928	306	257	402	400	263	144	190	749	5,468	456	
B.2	Foot Counter	39,135	34,221	18,201	3,307	3,747	5,291	7,260	6,893	5,061	4,494	9,165	9,927	146,702	12,225	
B.3	Public computer use	859	854	408	0	0	0	0	70	142	149	115	88	2,685	224	
	Unique Users	360	363	165	0	0	0	0	50	77	72	75	59	<i>Point in Time</i>		
B.4	Hours Open to the Public	508	451	238	0	0	0	0	65	120	125	144	120	1,771	148	

Library Services Index

C. Demands on Staff		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	
C.1	In Transit	3,522	3,575	1,883	244	600	2,677	3,510	2,536	2,464	2,257	2,155	1,640	27,063	2,255	
C.2	InterLibrary Loans	1,556	1,617	719	0	0	264	407	630	958	778	715	659	8,303	692	
C.3	Homebound Deliveries	29	37	10	0	2	22	23	16	29	29	34	28	259	22	
C.4	Exams Booked	18	5	11	3	0	0	0	0	0	7	6	5	55	4	
	Exams Proctored - Mill	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Exams Proctored - Alder	17	3	6	0	0	0	0	0	0	7	6	3	42	4	
C.5	Photocopies	7,577	8,978	5,176	713	1,250	1,783	3,625	3,443	4,082	4,253	4,212	4,640	49,732	4,144	
C.6	Requests for Information															
	Reference Question	143	162	76	1	6	21	6	47	59	49	86	47	703	59	26%
	Our Services	110	82	36	19	79	143	158	128	84	84	111	71	1,105	92	41%
	Technology	64	48	21	11	8	2	22	16	27	31	33	19	302	25	11%
	Reader's Advisory	30	29	13	0	3	22	87	37	19	23	24	17	304	25	11%
	Community	12	7	5	1	9	2	3	6	8	4	8	6	71	6	3%
	Our Programs	26	19	9	0	3	1	3	2	2	1	7	5	78	7	3%
	Other*	42	34	25	1	1	2	1	-	2	4	4	49	165	14	6%
	Total requests	427	381	185	33	109	193	280	236	201	196	273	214	2,728	229	100%

The Corporation of the Town of Orangeville



Report to the Library Board

To: Chair and Members of the Board
From: Darla Fraser, Chief Executive Officer
Date: January 27, 2021
Report: #21-001
Subject: Survey Results of the Board Self-Evaluation

Recommendation:

That report # 21-001, dated January 27, 2021, with respect to the Survey Results of the Board Self-Evaluation, be received.

And that the Library board establish a working committee to review the results and recommend actions for the future.

Purpose:

The purpose of this report is to present the survey results of the Orangeville Library Board's Self-Evaluation.

Background:

At the December 9, 2020 meeting of the board, staff were directed to create and circulate a survey for the board to evaluate itself. The questions were created based on the third version of the Dalhousie University; College of Continuing Education document as interpreted by public libraries in Ontario. This questionnaire or survey tool is intended for small groups to assess themselves – anonymity is virtually impossible and considered unnecessary as the intent is to initiate discussion.

[A link to the survey was sent via email to each board member on December 15, 2020; a reminder was sent on January 9, 2021. \(See appendix A for a copy of the survey\)](#)

The response rate was 75% with 6 out of 8 possible responses received by January 13, 2021.

The results are provided by question.

The first question was optional. Questions two and three were aimed at understanding the level of experience the various members have with their role as a trustee on a board of directors.

The bulk of the survey (Questions #4 through 7), consisted of a total of 40 statements across four different aspects:

- (4) How well has the board done its job?
- (5) How well has the board conducted itself?
- (6) The board's relationship with the CEO, and finally;
- (7) Feedback to the chair of the board (optional).

The survey asked each member to rate each statement with the response that best reflects their personal opinion. The rating scale on the survey was the same for each question/statement: Strongly Disagree; Disagree; Maybe or Not Sure; Agree; Strongly Agree. However, the results presented have collapsed the extremes down to three options: Disagree / Unsure / Agree.

The results for each of these four aspects are presented in the same manner:

- 1) stacked bar chart showing the responses received into the three simplified options
- 2) table presenting the statements in descending order from the most agreed with to the least agreed to by scoring the responses out of a total of 5. The 'weighted average' or score reflects the subtle variations between the four (Strongly Disagree; Disagree; Agree; Strongly Agree) options.

The final question (#8) provided an opportunity for respondents to add any comments, questions, or concerns.

Interpretation of the results and any recommended actions required moving forward will be identified by the members of the board.

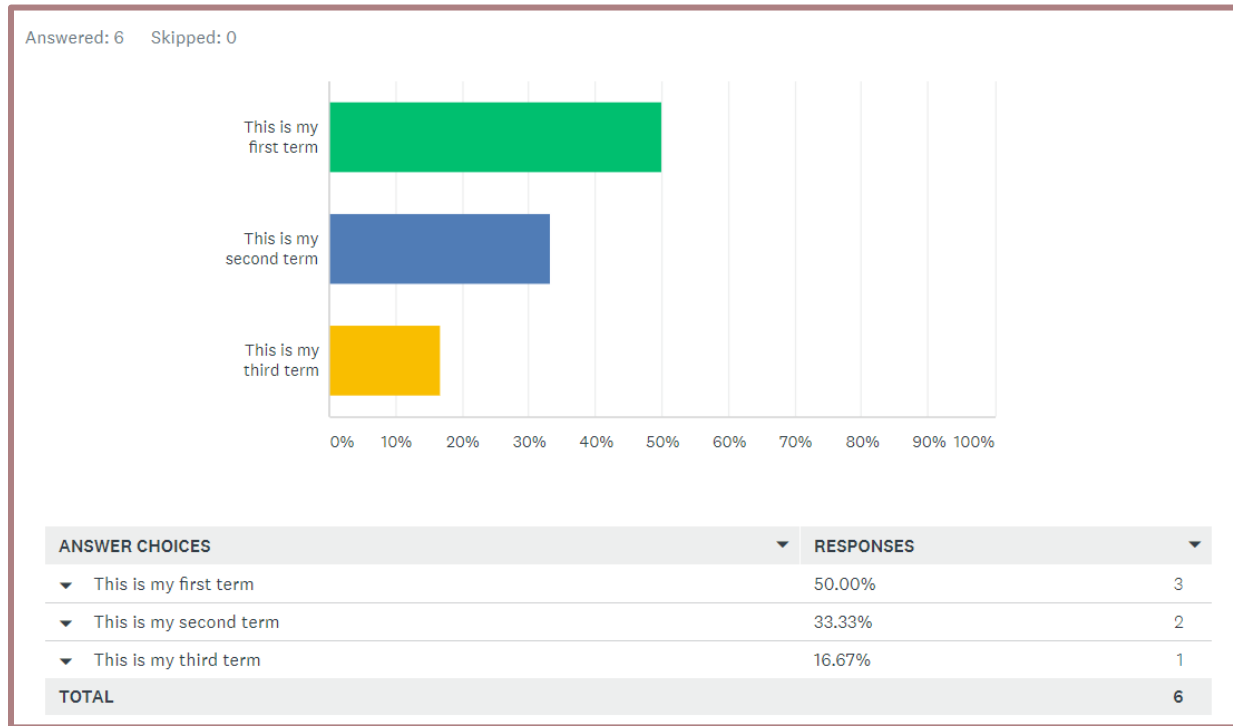
Question 1 – Name (Optional)

Total of 6: 4 responses received with names & 2 responses anonymously

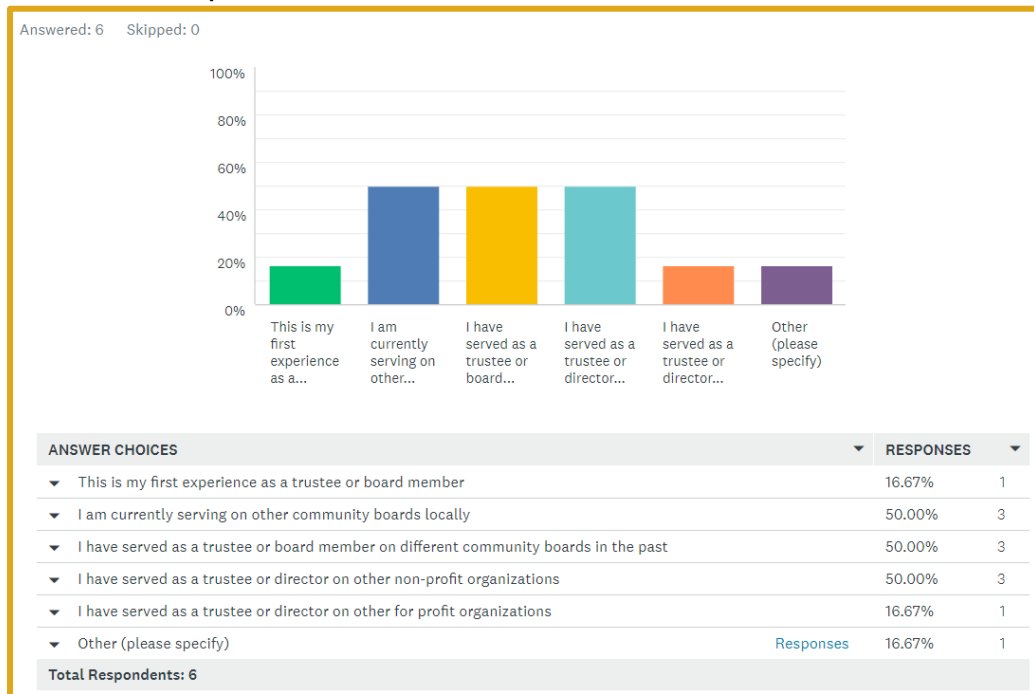
Question 2 – How long have you served as a library board member in Orangeville?

Results reflect an almost even split. Three respondents (50% of respondents) indicated that this was their first term/time serving as a member of this Board.

Two respondents indicated that this was their second term (it is the third for the CEO).

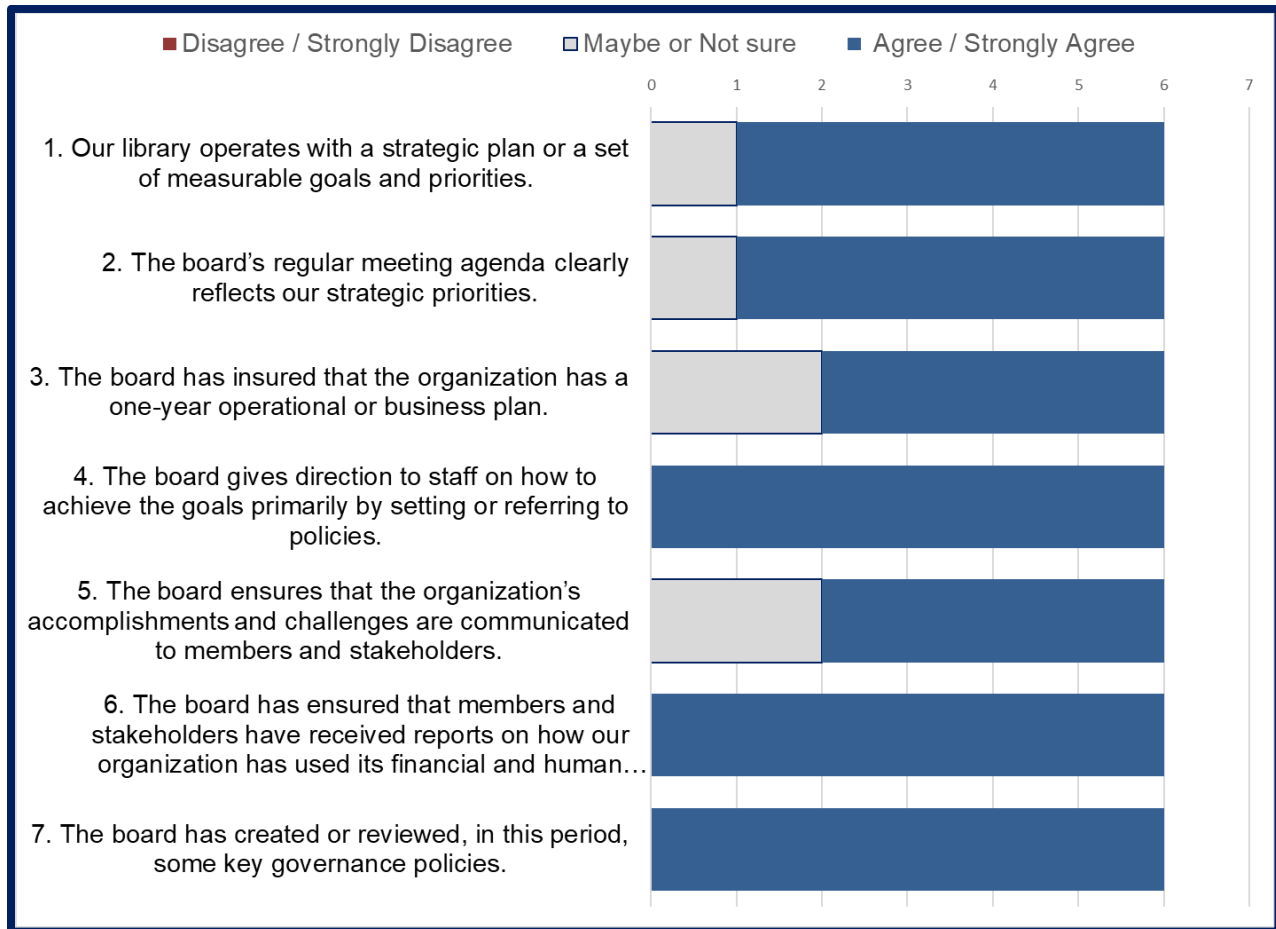


Question 3 - Your experience as a Trustee and/or member of a Board of Directors.



Question 4 - How Well Has the Board Done Its Job?

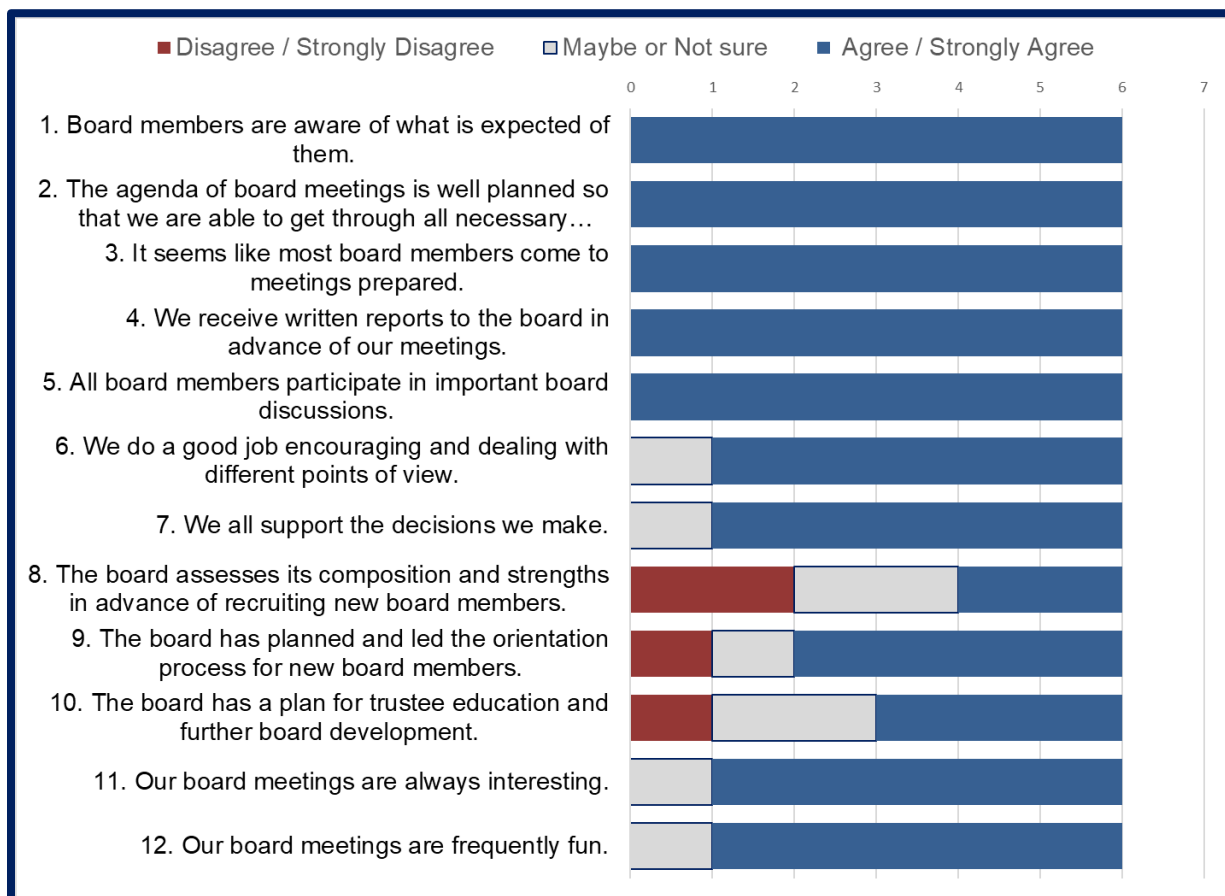
The first library board meeting of this term was held on Wednesday, January 23, 2019, the term runs until a new board is appointed by the council to be elected in November of 2022. January 2021 marks the halfway point within the term.



Rank	Statement and # as it appeared in the survey.	Weighted Average
1	7. The board has created or reviewed, in this period, some key governance policies.	4.50
2	1. Our library operates with a strategic plan or a set of measurable goals and priorities.	4.17
3	2. The board's regular meeting agenda clearly reflects our strategic priorities.	4.17
4	4. The board gives direction to staff on how to achieve the goals primarily by setting or referring to policies.	4.17
5	6. The board has ensured that members and stakeholders have received reports on how our organization has used its financial and human resources.	4.17
6	5. The board ensures that the organization's accomplishments and challenges are communicated to members and stakeholders.	4.00
7	3. The board has insured that the organization has a one-year operational or business plan.	3.67

Question 5 - How Well Has the Board Conducted Itself?

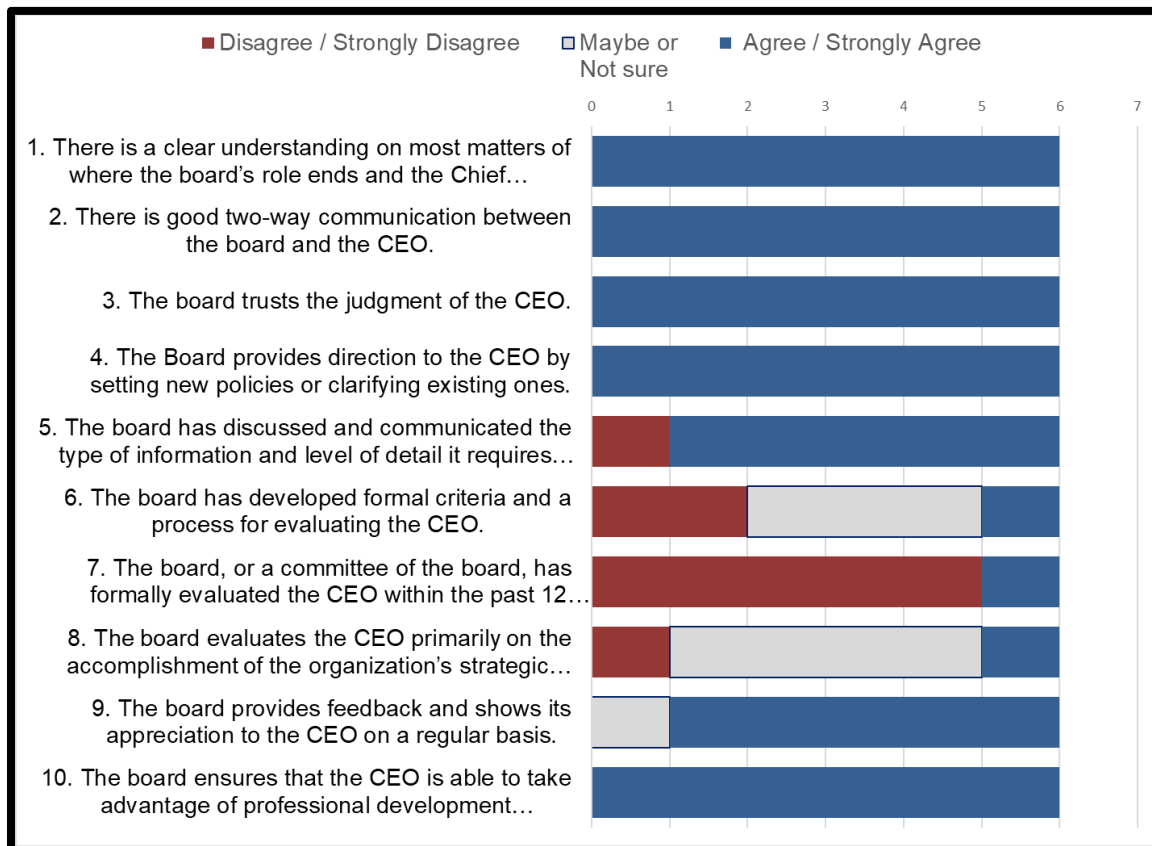
This board has held a total of 21 meetings in the past two years (the first half of this term).



Rank	Statement (with # as it appeared in the survey)	Weighted Average
1	4. We receive written reports to the board in advance of our meetings.	4.67
2	1. Board members are aware of what is expected of them.	4.50
3	2. The agenda of board meetings is well planned so that we are able to get through all necessary board business.	4.50
4	3. It seems like most board members come to meetings prepared.	4.50
5	5. All board members participate in important board discussions.	4.33
6	6. We do a good job encouraging and dealing with different points of view.	4.33
7	7. We all support the decisions we make.	4.33
8	11. Our board meetings are always interesting.	4.17
9	12. Our board meetings are frequently fun.	4.17
10	9. The board has planned and led the orientation process for new board members.	3.67
11	10. The board has a plan for trustee education and further board development.	3.33
12	8. The board assesses its composition and strengths in advance of recruiting new board members.	3.00

Question 6 - The Board's Relationship with Chief Executive Officer

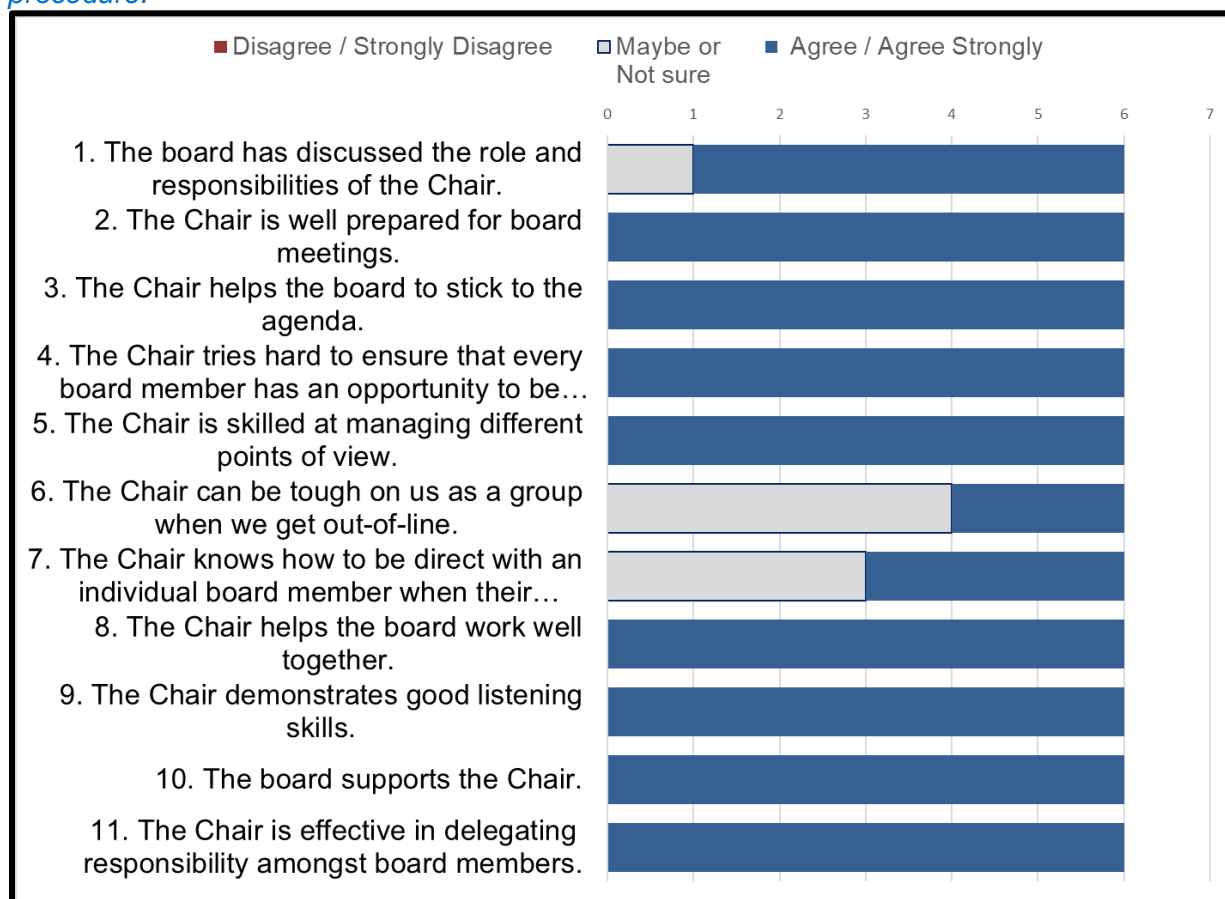
Performance Evaluation completed June 2018 by the board chair and vice-chair.



Rank	Statement (with # as it appeared in the survey)	Weighted Average
1	10. The board ensures that the CEO is able to take advantage of professional development opportunities.	4.83
2	2. There is good two-way communication between the board and the CEO.	4.67
3	3. The board trusts the judgment of the CEO.	4.67
4	4. The Board provides direction to the CEO by setting new policies or clarifying existing ones.	4.67
5	1. There is a clear understanding on most matters of where the board's role ends and the Chief Executive Officer's (CEO) begins.	4.50
6	9. The board provides feedback and shows its appreciation to the CEO on a regular basis.	4.33
7	5. The board has discussed and communicated the type of information and level of detail it requires from the CEO.	4.17
8	8. The board evaluates the CEO primarily on the accomplishment of the organization's strategic goals and priorities and adherence to policy.	3.00
9	6. The board has developed formal criteria and a process for evaluating the CEO.	2.83
10	7. The board, or a committee of the board, has formally evaluated the CEO within the past 12 months.	2.17

Question 7 - Feedback to the Chair of the Board (optional)

According to our by-laws, the chair of the board acts as an official representative of the library and in a leadership role to the board, ensures the proper functioning of the board and the proper conduct of board business, in accordance with appropriate legislation and prescribed rules of procedure.



Rank	Statement (with # as it appeared in the survey)	Weighted Average
1	2. The Chair is well prepared for board meetings.	5.00
2	3. The Chair helps the board to stick to the agenda.	5.00
3	4. The Chair tries hard to ensure that every board member has an opportunity to be heard.	5.00
4	5. The Chair is skilled at managing different points of view.	4.83
5	8. The Chair helps the board work well together.	4.83
6	9. The Chair demonstrates good listening skills.	4.83
7	10. The board supports the Chair.	4.83
8	11. The Chair is effective in delegating responsibility amongst board members.	4.50
9	1. The board has discussed the role and responsibilities of the Chair.	4.33
10	7. The Chair knows how to be direct with an individual board member when their behaviour needs to change.	3.67
11	6. The Chair can be tough on us as a group when we get out-of-line.	3.50

Question 8 – Comments, questions, or concerns.

Do you have any other comments, questions, or concerns you would like to add?

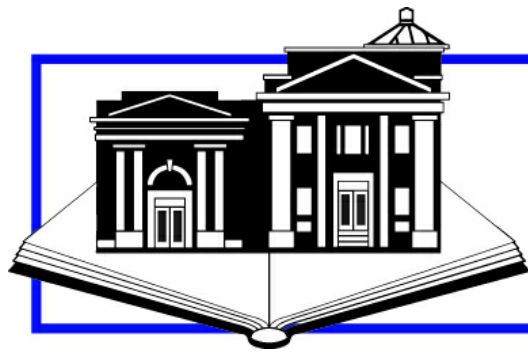
Answered	1
Skipped	5

Financial Impact:

There is no significant financial impact on the existing budget.

Prepared and respectfully submitted by,
Darla Fraser,
Chief Executive Officer

Appendix A – Survey Questions



Orangeville

PUBLIC LIBRARY

Library Board Self-Evaluation Questionnaire

Introduction

As per the direction of the board at the December 9th meeting, please find below the board self-evaluation questionnaire. The survey has been created based on the Version III of the Dalhousie University College of Continuing Education document as interpreted by public libraries in Ontario.

Ideally, in order to conduct a representative board self-evaluation, all questions should be answered by all board members as well as the chief executive officer. We are asking that all surveys be completed by January 11, 2021 in order to have the results ready to share at the January meeting.

There is a total of 40 statements across four different aspects (1) How well the board has done its job? 2) How well has the board conducted itself? 3) The board's relationship with the CEO and finally 4) Feedback for the chair of the board (optional), the survey asks each member to rate each statement with the response that best reflects their personal opinion.

The rating scale is the same for each statement:

Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).

The first three questions are optional, and they will only be used to profile the board as a whole. The final question (#8) is simply an opportunity for members to leave any further comments or feedback.

1. Name (optional)

2. How long have you served as a library board member in Orangeville?

- ☐ This is my first term (1 - 2 years)
- ☐ This is my second term (3 - 6 years)
- ☐ This is my third term (7 - 11 years)

3. Your experience as a Trustee and/or member of a Board of Directors.

Mark all that apply.

- ☐ This is my first experience as a trustee or board member
- ☐ I am currently serving on other community boards locally
- ☐ I have served as a trustee or board member on different community boards in the past
- ☐ I have served as a trustee or director on other non-profit organizations
- ☐ I have served as a trustee or director on other for profit organizations
- ☐ Other (please specify)

4. How Well Has the Board Done Its Job?

The first library board meeting of this term was held on Wednesday, January 23, 2019, the term runs until a new board is appointed by the council to be elected in November of 2022. January 2021 marks the half way point within the term.

Kindly select the response that best reflects your opinion.

	Strongly Disagree	Disagree	Maybe or Not sure	Agree	Strongly Agree
1. Our library operates with a strategic plan or a set of measurable goals and priorities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board's regular meeting agenda clearly reflects our strategic priorities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board has insured that the organization has a one-year operational or business plan.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board gives direction to staff on how to achieve the goals primarily by setting or referring to policies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board ensures that the organization's accomplishments and challenges are communicated to members and stakeholders.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The board has ensured that members and stakeholders have received reports on how our organization has used its financial and human resources.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The board has created or reviewed, in this period, some key governance policies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. How Well Has the Board Conducted Itself?

This board has held a total of 21 meetings in the past two years (the first half of this term).

Kindly select the response that best reflects your opinion.

	Strongly Disagree	Disagree	Maybe or Not sure	Agree	Strongly Agree
1. Board members are aware of what is expected of them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The agenda of board meetings is well planned so that we are able to get through all necessary board business.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. It seems like most board members come to meetings prepared.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. We receive written reports to the board in advance of our meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. All board members participate in important board discussions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. We do a good job encouraging and dealing with different points of view.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. We all support the decisions we make.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The board assesses its composition and strengths in advance of recruiting new board members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The board has planned and led the orientation process for new board members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. The board has a plan for trustee education and further board development.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. Our board meetings are always interesting.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. Our board meetings are frequently fun.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. The Board's Relationship with Chief Executive Officer

According to the Public Libraries Act, "Chief executive officer (2) A board shall appoint a chief executive officer who shall have general supervision over and direction of the operations of the public library and its staff, shall attend all board meetings and shall have the other powers and duties that the board assigns to him or her from time to time. R.S.O. 1990, c. P.44, s. 15 (2)."

In Orangeville, the board has accepted the policies and procedures of the town and therefore library staff are employees of the Town of Orangeville. The library is one division within the Community Services Department (total of five divisions) and as such, the CEO of the library reports to the General Manager within the organizational structure of the corporation of the Town of Orangeville.

Simply put, the library CEO is responsible to the library board and accountable to the General Manager of Community Services.

Kindly select the response that best reflects your opinion.

	Strongly Disagree	Disagree	Maybe or Not Sure	Agree	Strongly Agree
1. There is a clear understanding on most matters of where the board's role ends and the Chief Executive Officer's (CEO) begins.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. There is good two-way communication between the board and the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board trusts the judgment of the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The Board provides direction to the CEO by setting new policies or clarifying existing ones.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board has discussed and communicated the type of information and level of detail it requires from the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The board has developed formal criteria and a process for evaluating the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The board, or a committee of the board, has formally evaluated the CEO within the past 12 months.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The board evaluates the CEO primarily on the accomplishment of the organization's strategic goals and priorities and adherence to policy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The board provides feedback and shows its appreciation to the CEO on a regular basis.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Strongly Disagree	Disagree	Maybe or Not Sure	Agree	Strongly Agree
10. The board ensures that the CEO is able to take advantage of professional development opportunities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

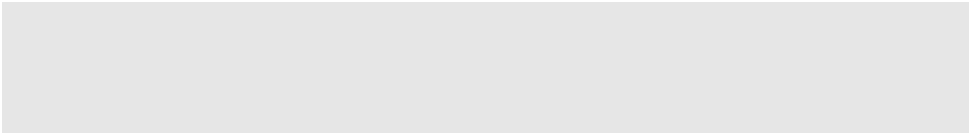
7. Feedback to the Chair of the Board (optional)

According to our by-laws, the chair of the board acts as an official representative of the library and in a leadership role to the board, ensures the proper functioning of the board and the proper conduct of board business, in accordance with appropriate legislation and prescribed rules of procedure.

Kindly select the response that best reflects your opinion.

	Strongly Disagree	Disagree	Maybe or Not Sure	Agree	Strongly Agree
1. The board has discussed the role and responsibilities of the Chair.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The Chair is well prepared for board meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The Chair helps the board to stick to the agenda.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The Chair tries hard to ensure that every board member has an opportunity to be heard.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The Chair is skilled at managing different points of view.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The Chair can be tough on us as a group when we get out-of-line.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The Chair knows how to be direct with an individual board member when their behaviour needs to change.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The Chair helps the board work well together.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The Chair demonstrates good listening skills.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. The board supports the Chair.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. The Chair is effective in delegating responsibility amongst board members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. Do you have any other comments, questions, or concerns you would like to add?





374028 6TH LINE • AMARANTH ON • L9W 0M6

January 14, 2021

Darla Fraser
Chief Librarian
Town of Orangeville
1 Mill Street
Orangeville, ON L9W 2M2

Dear Ms. Fraser

Re: Amaranth and Orangeville Library Agreement and Non-Resident Membership Fee

Please find enclosed an original copy of the Collection Agreement between the Township of Amaranth and The Orangeville Public Library Board duly signed by all parties.

Do not hesitate to contact me if you have any questions.

Regards.

**CORPORATION OF THE
TOWNSHIP OF AMARANTH**

Nicole Martin
CAO/Clerk

NM/cbg

Encl.

**COLLECTION AGREEMENT
BETWEEN
THE CORPORATION OF THE TOWNSHIP OF AMARANTH
AND
THE ORANGEVILLE PUBLIC LIBRARY BOARD
Covering two Years from 2021 to 2022**

Whereas the Orangeville Public Library Board wishes to enter into an agreement with the Corporation of the Township of Amaranth to invoice for the non-resident fees levied on households interested in membership with the Orangeville Public Library.

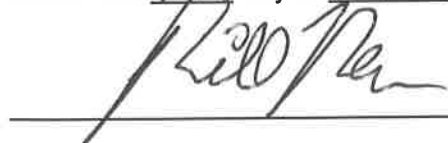
Therefore, be it resolved that the Corporation of the Township of Amaranth and the Orangeville Public Library Board agree to the following:

1. The Orangeville Public Library Board shall provide all services in accordance with the Public Libraries Act, R.S.O., 1990, c. P.44;
2. The Corporation of the Township of Amaranth agrees to pay the Orangeville Public Library Board directly for residents seeking membership with the Orangeville Public Library. The rate will increase by \$10 per household per year as shown below:

Year	2021	2022
Annual fee per household	\$ 185.00	\$ 195.00

3. The Orangeville Public Library Board agrees to invoice the Corporation of the Township of Amaranth three time per year on April 30, August 31, and December 31;
4. Each invoice will provide details per household including name and civic address and a copy of a signed MFIPPA release form;
5. The Corporation of the Township of Amaranth will not be represented on the Library Board.
6. This agreement will expire December 31, 2022 and can be terminated with 60 days written notice by either party prior to the end date.

Dated this 15 day of DEC, 2020



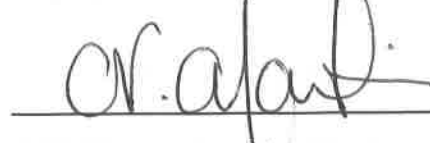
Chair, Orangeville Public Library Board



CEO, Orangeville Public Library Board



Mayor, Township of Amaranth



CAO, Township of Amaranth