

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
JANUARY 17, 2024
LAMARSH ROOM, VICTORIA AVENUE LIBRARY & GOOGLE MEET

PRESENT: A. Andres-Jones (Chair), J. Anstruther (Vice Chair), M. Fraiman, L. Lococo, S. Mongrain, B. Ness, J. Roddy, T. Tredwell, K. Tsiantoulas

REGRETS: None

GUESTS: None

STAFF: A. Subnaik Kilgour, C. Lee, M. MacLaren, K. Rimnyak, B. Ur rehman

Meeting was chaired by A. Andres-Jones

CALL TO ORDER:

Meeting called to order at 4:41 pm

THE ACKNOWLEDGEMENT STATEMENT WAS READ INTO THE MINUTES

The Chonnonton people have called these lands where we are gathering home for thousands of years and more recently, the Anishinaabe and the Haudenosaunee have been sharing the land as One Dish, One Spoon Treaty territory. We would like to acknowledge the enduring resilience of the First Nations, Metis and Inuit people who call this territory home.

1. APPROVAL OF AGENDA

MOTION: 2024-01 To approve the agenda of the January 17, 2024 Board Meeting

MOVED BY: B. Ness

SECONDED BY: J. Anstruther

MOTION CARRIED

2. DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS

L. Lococo advised of a potential conflict of interest arising from her position on the City of Niagara Falls Council and advised of her intention to refrain from voting on the Library budget at the NFPL Board Meeting.

3. APPROVAL OF MINUTES

3.1. Regular Minutes of December 20, 2023 Board Meeting

MOTION: 2024-02 To accept the regular minutes of December 20, 2023
MOVED BY: J. Anstruther
SECONDED BY: L. Lococo
MOTION CARRIED

3.2. Committee-of-the-Whole Minutes of December 20, 2023 Board Meeting

MOTION: 2024-03 To accept the Committee-of-the-Whole minutes of December 20, 2023
MOVED BY: J. Anstruther
SECONDED BY: S. Mongrain
MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

None

5. FINANCE COMMITTEE

5.1. Monthly Revenue detail:

5.1.1. Revenue details for December 2023

MOTION: 2024-04 To accept the revenue for the month of December 2023
MOVED BY: S. Mongrain
SECONDED BY: M. Fraiman
MOTION CARRIED

5.2. Monthly Actuals

5.2.1. Actuals as on December 31, 2023

MOTION: 2024-05 To accept the Actuals Report as on December 31, 2023
MOVED BY: J. Anstruther
SECONDED BY: J. Roddy
MOTION CARRIED

5.3. Donation Detail

MOTION: 2024-06 To accept the Donation Detail Report for September to December 2023
MOVED BY: B. Ness
SECONDED BY: M. Fraiman
MOTION CARRIED

5.4. 2024 Operating Budget Scenarios

The Board reviewed the report and approved it with the caveat that any reductions should be applied to the events budget before other budgets.

MOTION: 2024-07 To accept the 2024 Operating Budget Scenario Report as amended.
MOVED BY: J. Roddy
SECONDED BY: M. Fraiman
ABSTAINED: L. Lococo
MOTION CARRIED

5.5. 2024 Budget Presentation to the City

S. Mongrain left at 6:15 pm

6. BOARD INFORMATION AND EDUCATION

6.1. Educational Video - Governance 101: Board Relationships

The educational video was deferred by the Board.

6.2. Who's in control? Supreme Court of Canada addresses when an owner is an employer on a construction site, Sherrard Kuzz LLP

6.3. Letter of Invite to Library Boards, Niagara Falls Public Library Board Chair

6.4. Study on Regional Governance as overseen by the Ministry of Municipal Affairs and Housing, Various Public Library Boards

MOTION: 2024-08 To endorse the final version of the Regional Governance Review Report entitled "Study on regional governance as overseen by the Ministry of Municipal Affairs and Housing".
MOVED BY: J. Roddy
SECONDED BY: J. Anstruther
MOTION CARRIED

6.5. Niagara Local Public Library Boards Meeting Agenda, K. Silk

7. ARTICLES OF INTEREST

7.1. Niagara Region developing permanent homeless shelters to replace seasonal facilities | St Catharines Standard

7.2. Head of Hamilton's merger transition team has advice for Niagara | Niagara Falls Review

7.3. Niagara Amalgamation: City folk say yes, country cousins say no | Thorold Today

7.4. Two experts explain why libraries can become cybercrime targets | CBC News

7.5. Libraries make slow recovery after breach | London Free Press

7.6. For London library officials, cyberattack underscores need for budget hike | London Free Press

8. CEO REPORT

8.1. January 17, 2024 CEO Report

A. Subnaik Kilgour presented the January 2024 CEO Report

Information and updates were provided on the regional governance review report, and the 2024 operating budget.

Following the presentation of the CEO report and related discussion, the following motion was made:

MOTION: 2024-09 To accept the CEO report of January 17, 2024
MOVED BY: L. Lococo
SECONDED BY: J. Anstruther
MOTION CARRIED

9. NEW BUSINESS

9.1. Cyber Security Report

MOTION: 2024-10 To accept the Cyber Security Report
MOVED BY: M. Fraiman
SECONDED BY: J. Anstruther
MOTION CARRIED

9.2. Policy Index

9.2.1. Occupational Health and Safety Policy

MOTION: 2024-11 To approve the Occupational Health and Safety Policy effective January 17, 2024
MOVED BY: B. Ness
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

9.2.2. Workplace Violence and Harassment Policy

MOTION: 2024-12 To approve the Workplace Violence and Harassment Policy effective January 17, 2024
MOVED BY: J. Anstruther
SECONDED BY: M. Fraiman
MOTION CARRIED

10. OTHER BUSINESS

The following items were provided for the Board's review:

- 10.1. December 2023 Qualitative Statistics
- 10.2. December 2023 Quantitative Report
- 10.3. Preliminary 2023 Annual Report Statistics
- 10.4. Circulation & Attendance Multi-Year Comparison Report

11. ADJOURNMENT

Meeting adjourned at 7:08 pm

NEXT MEETINGS

February 21, 2024

March 20, 2024

April 17, 2024