

**NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
SEPTEMBER 20, 2023
LAMARSH ROOM, VICTORIA AVENUE LIBRARY & GOOGLE MEET**

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

REGRETS: S. Mongrain

GUESTS: D. Goldstein of Lord Cultural Resources Inc.

STAFF: A. Subnaik Kilgour, C. Lee, M. MacLaren, L. Martin, K. Rimnyak

Meeting was chaired by A. Andres-Jones

CALL TO ORDER:

Meeting called to order at 4:25 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: 2023-64 To approve the agenda of the September 20, 2023 Board Meeting
MOVED BY: B. Ness
SECONDED BY: T. Tredwell
MOTION CARRIED

2. DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS

None

3. PRESENTATION OF THE 2024-2028 NIAGARA FALLS PUBLIC LIBRARY STRATEGIC PLAN

D. Goldstein of Lord Cultural Resources Inc. presented the proposed 2024-2028 strategic plan for the Library.

The following motions were made following the presentation of the 2024-2028 strategic plan:

MOTION: 2023-65 To approve the Niagara Falls Public Library 2024-2028 strategic plan as presented by Lord Cultural Resources Inc. at the September 20th, 2023, regular Board Meeting

MOVED BY: J. Roddy

SECONDED BY: L. Lococo

MOTION CARRIED

D. Goldstein & L. Martin departed the meeting

4. APPROVAL OF MINUTES

4.1. Regular Minutes of June 21, 2023 Board Meeting

MOTION: 2023-66 To accept the regular minutes of June 21, 2023

MOVED BY: T. Tredwell

SECONDED BY: K. Tsiantoulas

MOTION CARRIED

4.2. Committee-of-the-Whole Minutes of June 21, 2023 Board Meeting

MOTION: 2023-67 To accept the Committee-of-the-Whole minutes of June 21, 2023

MOVED BY: J. Roddy

SECONDED BY: L. Lococo

MOTION CARRIED

5. BUSINESS ARISING FROM THE MINUTES

None

6. COMMITTEE-OF-THE-WHOLE SESSION

MOTION: 2023- 68 To move into Committee-of-the-Whole

MOVED BY: J. Anstruther

SECONDED BY: B. Ness

MOTION CARRIED

The Niagara Falls Public Library Board went “in camera” at 4:58 pm in order to address matters pertaining to:

- Personal matters about an identifiable individual;

- Litigation or potential litigation, including matters before administrative tribunals, affecting the board;
- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

MOTION: 2023-72 To rise from Committee-of-the-Whole
MOVED BY: T. Tredwell
SECONDED BY: J. Anstruther
MOTION CARRIED

The “in camera” session was completed at 6:29 pm.

MOTION: 2023-73 To accept the business conducted “in-camera” on September 20, 2023
MOVED BY: J. Anstruther
SECONDED BY: J. Roddy
MOTION CARRIED

7. BOARD RECRUITMENT COMMITTEE

MOTION: 2023-74 To recommend that the current vacancy on the Niagara Falls Public Library Board be filled by Michael Fraiman
MOVED BY: J. Roddy
SECONDED BY: J. Anstruther
MOTION CARRIED

K. Rimnyak arrived at the meeting

8. CORRESPONDENCE

- 8.1. Thank you Card and Commencement Program, Westlane Secondary School
- 8.2. Thank you Card from Book Award Recipient, H. Mason
- 8.3. Independence Letter, Crawford Smith & Swallow
- 8.4. Post-Audit Letter, Crawford Smith & Swallow
- 8.5. Management Letter, Crawford Smith & Swallow
- 8.6. Accessibility Audit Letter of Completion, Ministry for Seniors and Accessibility
- 8.7. Registered Charity Information Return File Status Update, Canadian Revenue Agency

MOTION: 2023-75 To accept the correspondence of September 20, 2023
MOVED BY: B. Ness
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

9. BOARD INFORMATION AND EDUCATION

- 9.1. Op-Ed: Don't Blame CopyRight for Declining Revenue. It Won't Help Authors, Canadian Federation of Library Associations
- 9.2. Government Relations and Support for Ontario's Libraries, Ontario Library Association/Federation of Ontario Public Libraries
- 9.3. AMPLO/ARUPLO September 8th, 2023 Meeting Notes, Ontario Library Service
- 9.4. ALA Condemns Threats of Violence to Chicago-area Libraries, American Library Association
- 9.5. Media Release: The Exchange Grand Opening Delayed – September 21st Night of Art Relocates to Niagara Falls History Museum, City of Niagara Falls

10. ARTICLES OF INTEREST

10.1. Niagara Falls Public Library

- 10.1.1. Niagara Falls Business Owner Impacted by Homicide Investigation Troubled by 'Terrible' Situation on Victoria Avenue | Niagara Falls Review
- 10.1.2. Niagara Falls Public Library Hosting Get Your Read On this Saturday | Niagara This Week
- 10.1.3. Niagara Falls Public Library Summer Reading Clubs Promote Kids' Love of Reading | Niagara This Week
- 10.1.4. NF Public Library - TD Summer Reading Club | The Source
- 10.1.5. Explore Space Right From the Niagara Falls Library | Niagara This Week
- 10.1.6. Steph Vivier w/ Becky Dixon, Niagara Falls Public Library | iHeartRadio CKTB News
- 10.1.7. Laugh and Scream with Niagara Falls Public Library | Niagara This Week

10.2. Other

- 10.2.1. Facilitator to Review Niagara's Governance Coming in September, says Ontario's Municipal Affairs Minister | St Catharines Standard
- 10.2.2. Governance Review Pause Expected, Niagara Leaders Say | St Catharines Standard
- 10.2.3. Thousands of Historical Documents Related to Burlington's Past Go Online | CBC News
- 10.2.4. Brock Grad Puts Local History on the Map | Brock University
- 10.2.5. Shelf Help: St. Catharines Library Removes Thousands of Books to Make Space for the Future | St Catharines Standard
- 10.2.6. 'Empty Shelves with Absolutely No Books': Students, Parents, Question School Board's Library Weeding Process | CBC News

11. FINANCE COMMITTEE

11.1. Library Cheque/EFT registers:

11.1.1. June 1-30, 2023 - 2023 Fiscal Year	\$395,100.25
11.1.2. July 1-31, 2023 - 2023 Fiscal Year	\$237,279.49
11.1.3. August 1-31, 2023 - 2023 Fiscal Year	\$247,342.02

11.2. Monthly Revenue detail:

- 11.2.1. Revenue details for June 2023
- 11.2.2. Revenue details for July 2023
- 11.2.3. Revenue details for August 2023

MOTION: 2023-76 To accept the revenue details for the month of June, July, and August, 2023
Moved BY: J. Anstruther
SECONDED BY: J. Roddy
MOTION CARRIED

11.3. Monthly Actuals

- 11.3.1. Actuals as on June 30, 2023
- 11.3.2. Actuals as on July 31, 2023
- 11.3.3. Actuals as on August 31, 2023

MOTION: 2023-77 To accept the Actuals Report as on June 30, July 31, and August 31, 2023
Moved BY: L. Lococo
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

11.4. 2024 Proposed Capital Budget

MOTION: 2023-78 To approve the proposed 2024 capital budget submission in the amount of \$158,975 as presented at the September 20, 2023, regular Board Meeting
Moved BY: B. Ness
SECONDED BY: J. Roddy
MOTION CARRIED

K. Rimnyak departed the meeting

12. CEO REPORT

12.1. September 2023

A. Subnaik Kilgour presented the September 2023 CEO Report

Information and updates were provided on the A.N. Myer pop-up library, renewal of the Peninsula HR Consulting contract, AODA accessibility audit, National Truth and Reconciliation Day activities, staff announcements, new Library hours at the MacBain Community Centre location, and the 2023 staff holiday gathering.

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

MOTION: 2023-79 To accept the CEO report of September 20, 2023
Moved BY: T. Tredwell
SECONDED BY: L. Lococo
MOTION CARRIED

13. NEW BUSINESS

13.1. Position Statement: In Defence of Drag Storytime: A Statement of Support from Canada’s Library Associations, The Partnership

MOTION: 2023-80 To endorse the Partnership statement “In Defence of Drag Storytime: A Statement of Support from Canada’s Library Associations”
MOVED BY: J. Roddy
SECONDED BY: L. Lococo
MOTION CARRIED 5 in favour / 1 opposed
OPPOSED BY: T. Tredwell

13.2. Policy Index

13.2.1. Accessibility Policy

Amendments: The removal of “and Plan” from the definitions statement, the addition of phone systems as a medium for notices of temporary disruption, and clarification of section 3: review of the policy.

MOTION: 2023-81 To accept the updated Accessibility Policy as amended
MOVED BY: J. Anstruther
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

13.2.2. Dress Code Policy

MOTION: 2023-82 To accept the updated Dress Code Policy
MOVED BY: J. Anstruther
SECONDED BY: J. Roddy
MOTION CARRIED

14. OTHER BUSINESS

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

- 14.1. April-June 2023 Q2 Snapshot
- 14.2. June/July/August 2023 Qualitative Statistics
- 14.3. June 2023 Quantitative Statistics
- 14.4. July 2023 Quantitative Statistics
- 14.5. August 2023 Quantitative Statistics
- 14.6. September 2023 Circulation Trends
- 14.7. September 2023 Door Count Tracker
- 14.8. September 2023 COVID Recovery Tracker
- 14.9. September 2023 HR Metrics – Absence and Incident Data

15. ADJOURNMENT

Meeting adjourned at 7:51 pm

NEXT MEETINGS

October 18, 2023
November 15, 2023
December 20, 2023
January 17, 2024