

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
JUNE 21, 2023
LAMARSH ROOM, VICTORIA AVENUE LIBRARY & GOOGLE MEET

PRESENT: A. Andres-Jones (Chair), L. Lococo, S. Mongrain, J. Roddy, T. Tredwell, K. Tsiantoulas
REGRETS: J. Anstruther (Vice Chair), B. Ness
GUESTS: O. Tabish and K. Pelletier of Crawford Smith and Swallow Chartered Accountants LLP
J. Yarnell of City of Niagara Falls
STAFF: A. Subnaik Kilgour, C. Lee, K. Rimnyak

Meeting was chaired by A. Andres-Jones

CALL TO ORDER:

Meeting called to order at 4:39 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: 2023-46 To approve the agenda of the June 21, 2023 Board Meeting
MOVED BY: L. Lococo
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

2. DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS

None

3. PRESENTATION OF 2022 DRAFT FINANCIAL STATEMENTS

O. Tabish of Crawford, Smith & Swallow LLP presented the 2022 draft audited financial statements.

The following motions were made following the presentation of the 2022 financial statements:

MOTION: 2023-47 To approve the 2022 audited financial statements as presented at the June 21, 2023, Regular Board Meeting

Moved BY: J. Roddy

SECONDED BY: S. Mongrain

MOTION CARRIED

MOTION: 2023-48 To transfer the 2022 surplus of 290,794 - \$5,000 to the Automation Reserve and the balance going to the Property Reserve

Moved BY: S. Mongrain

SECONDED BY: J. Roddy

MOTION CARRIED

4. APPROVAL OF MINUTES

Regular Minutes of May 17, 2023 Board Meeting

MOTION: 2023-49 To accept the regular minutes of May 17, 2023

Moved BY: L. Lococo

SECONDED BY: K. Tsiantoulas

MOTION CARRIED

5. BUSINESS ARISING FROM THE MINUTES

None

6. CORRESPONDENCE

6.1. Reminder – Your fiscal period has ended, Canada Revenue Agency

6.2. Media Release – Grand Opening of Millennium Recreational Trail’s ‘Rotary Storywalk Pathway’ Set for Saturday, June 3, City of Niagara Falls

MOTION: 2023-50 To accept the correspondence of June 21, 2023

Moved BY: S. Mongrain

SECONDED BY: J. Roddy

MOTION CARRIED

7. BOARD INFORMATION AND EDUCATION

7.1. Truth and Reconciliation Plan, The Federation of Ontario Public Libraries

7.2. FOPL Updates, The Federation of Ontario Public Libraries

7.3. Summary of the Book Bans and Censorship: Managing Public Comment Sessions and Material Challenges webinar hosted by LibraryWorks, A. Dronyk

7.3.1. More People File Objections With County Library Over Book Controversy, The Crested Butte News

7.3.2. A Colorado Library Board Has Voted to Ban Book Bans, Book Riot

8. ARTICLES OF INTEREST

8.1. Niagara Falls Public Library

- 8.1.1. Stamford Centre library branch expansion gets another boost | Niagara This Week
- 8.1.2. Grand opening of Storywalk Pathway marks completion of Millennium Recreational Trail system | iHeartRadio CKTB News

8.2. Other

- 8.2.1. Niagara Region developing permanent homeless shelters to replace seasonal facilities | St Catharines Standard
- 8.2.2. Ontario Announces Intent to Dissolve Peel Region | Ontario Newsroom
- 8.2.3. Literature Review of Drag Queen Reading Programs in Scholarly Journals | Vaughan Public Libraries
- 8.2.4. Have You Been to the Library Lately? | St Catharines Standard
- 8.2.5. Ontario Government Expands Strong Mayor Powers To 26 More Cities | iHeartRadio CKTB News

9. FINANCE COMMITTEE

9.1. Library Cheque/EFT registers:

- 9.1.1. May 1-31, 2023 - 2023 Fiscal Year \$311,209.71

9.2. Monthly Revenue detail:

- 9.2.1. Revenue details for May 2023

MOTION: 2023-51 To accept the revenue details for the month of April 2023
MOVED BY: S. Mongrain
SECONDED BY: J. Roddy
MOTION CARRIED

9.3. Monthly Actuals

- 8.3.1. Actuals as on May 31, 2023

MOTION: 2023-52 To accept the Actuals Report as on May 31, 2023
MOVED BY: K. Tsiantoulas
SECONDED BY: S. Mongrain
MOTION CARRIED

9.4. School Prizes – Monetary Component

MOTION: 2023-53 To accept the list of 2023 Book Prize recipients and approve the monetary amount of \$200 awarded to each recipient

Moved BY: L. Lococo
Seconded BY: K. Tsiantoulas
Motion Carried

9.5. Capital Project - Carpeting

Motion: 2023-54 To approve the proposed 2023 capital project for Victoria Carpeting for \$27,000 to be funded by the Library's Property Reserve
Moved BY: K. Tsiantoulas
Seconded BY: S. Mongrain
Motion Carried

9.6. Single-Source Procurement – Van Customization

Motion: 2023-55 To approve the single-source purchase of the Sprinter van customization for the Book Mobile capital project
Moved BY: S. Mongrain
Seconded BY: T. Tredwell
Motion Carried

10. CEO Report

10.1. June 2023

A. Subnaik Kilgour presented the June 2023 CEO Report

Information and updates were provided on fundraising, the A.N. Myer pop-up library, potential grants, the Sprinter van/book mobile, the Rotary Story Walk event, school awards, the quarterly meeting with the City CAO, a staff cost of living adjustment, social media coverage, and a staff vaccination records update.

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

Motion: 2023-56 To accept the CEO report of June 21, 2023
Moved BY: S. Mongrain
Seconded BY: L. Lococo
Motion Carried

11. Committee-of-the-Whole Session

Motion: 2023- 57 To move into Committee-of-the-Whole
Moved BY: J. Roddy
Seconded BY: L. Lococo
Motion Carried

The Niagara Falls Public Library Board went “in camera” at 5:53 pm in order to address matters pertaining to:

- Personal matters about an identifiable individual;

MOTION: 2023-58 To rise from Committee-of-the-Whole
MOVED BY: L. Lococo
SECONDED BY: J. Roddy
MOTION CARRIED

The “in camera” session was completed at 6:25 pm.

12. NEW BUSINESS

12.1. Strategic Plan

- 12.1.1. Draft Mission and Vision Statement
- 12.1.2. Draft Organizational Values

The Board reviewed the draft strategic plan statements and organizational values and decided to hold a special meeting to discuss these items further. A tentative meeting date was set for July 12th at 4:00 pm.

12.2. Policy Index

12.2.1. Bereavement Policy

Amendments: The addition of “spouse” to the first bullet point, a typo was corrected

MOTION: 2023-59 To accept the updated Bereavement Policy with amendment
MOVED BY: J. Roddy
SECONDED BY: S. Mongrain
MOTION CARRIED

12.2.2. Face Mask Policy

MOTION: 2023-60 To approve the rescinding of the Face Mask Policy
MOVED BY: K. Tsiantoulas
SECONDED BY: S. Mongrain
MOTION CARRIED

12.2.3. Attendance Policy

Amendment: Adjustment to the section surrounding cosmetic surgeries

MOTION: 2023-61 To approve the Attendance Policy as amended
MOVED BY: L. Lococo
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

S. Mongrain departed at 7:01 pm

12.3. Terms of Reference

12.3.1. Intellectual Freedom Committee Draft

12.3.2. Risk and Finance Committee Draft

MOTION: 2023-62 To accept the Terms of Reference of the Intellectual Freedom Committee and the Risk and Finance Committee as was presented in Board information

MOVED BY: L. Lococo

SECONDED BY: K. Tsiantoulas

MOTION CARRIED

13. OTHER BUSINESS

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

13.1. 2022 Annual Report

MOTION: 2023-63 To approve the 2022 Annual Report

MOVED BY: J. Roddy

SECONDED BY: K. Tsiantoulas

MOTION CARRIED

13.2. May 2023 Qualitative Statistics

13.3. May 2023 Quantitative Statistics

13.4. Post-COVID-19 Recovery Tracker, 2023 Compared to 2019

13.5. Evergreen Conference Report, M. Hulett

14. ADJOURNMENT

Meeting adjourned at 7:08 pm

NEXT MEETINGS

September 20, 2023

October 18, 2023

November 15, 2023

December 20, 2023