

**NIAGARA FALLS PUBLIC LIBRARY BOARD  
MINUTES OF THE REGULAR MEETING  
JANUARY 18, 2023  
VICTORIA AVENUE LIBRARY BOARD ROOM**

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

**STAFF:** A. Subnaik Kilgour, K. Rimnyak, A. Mousley

Meeting was Chaired by J. Anstruther (Vice-Chair)

**CALL TO ORDER:**

Meeting called to order at 4:33 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 Anishnaabe 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**

REVISION: Addition of items: 5.3 *4 Seasons of Reconciliation* course deadline reminder, 8.4 Budget Presentation to Council, 9. Memorandum of Understanding

**MOTION: 2023-01** To approve the agenda of the January 18, 2023 Board Meeting as revised  
**MOVED BY:** B. Ness  
**SECONDED BY:** A. Andres-Jones  
**MOTION CARRIED**

**2. DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS**

None

**3. APPROVAL OF MINUTES**

3.1. Minutes of December 12, 2022 Board Meeting

**MOTION: 2023-02** To accept the regular minutes of December 12, 2022  
**MOVED BY:** B. Ness

**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

None

**5. BOARD INFORMATION AND EDUCATION**

- 5.1. Asset Management Plan 2024 – Non Core Assets, Project Update #01  
\*Asset Hierarchies other than Library have been removed
- 5.2. Holiday Greetings and Information from Canadian Federation of Library Associations
- 5.3. 4 Seasons of Reconciliation Course Deadline Reminder

**6. ARTICLES OF INTEREST**

6.1. Niagara Falls Public Library

- 6.1.1. Niagara Falls Public Library selling socks, book bags as part of fundraising campaign | Niagara This Week
- 6.1.2. Niagara Falls Public Library launches fundraising campaign for Stamford Centre branch expansion | Niagara This Week

6.2. Other

- 6.2.1. Why Trauma-informed Workplaces are Necessary to Support Nonprofit Staff and Volunteers | Charity Village
- 6.2.2. Ontario promises to make municipalities 'whole' if they can't fund infrastructure due to new housing law | CBC News
- 6.2.3. We cannot turn the page on our commitment to public libraries | The Globe and Mail
- 6.2.4. This year I'm thankful for US public libraries – beautiful icons of a better civic era | The Guardian
- 6.2.5. Future of new carbon-neutral Fonthill library building uncertain after inflation complicates plans | Niagara This Week

**7. FINANCE COMMITTEE**

7.1. Library Cheque/EFT registers:

7.1.1. November 1-30, 2022 (2022 Fiscal Year)	\$ 134,688.83
7.1.2. December 1-31, 2022 (2022 Fiscal Year)	\$ 139,322.22

**MOTION: 2023-03** To accept the cheque/EFT registers of November 1-30 and December 1-31, 2022

**MOVED BY:** A. Andres-Jones

**SECONDED BY:** T. Tredwell

**MOTION CARRIED**

7.2. Monthly Revenue detail:  
Revenue details for November 2022

7.3. Monthly Actuals  
Actuals as on November 30, 2022

**MOTION: 2023- 04** To accept the revenue and actuals for the month of November 2022  
**MOVED BY:** A. Andres-Jones  
**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

7.4. Budget Presentation to Council  
A discussion ensued surrounding the Library's 2023 budget request and the upcoming presentation to NF City Council.

**8. MEMORANDUM OF UNDERSTANDING**

A discussion ensued surrounding the draft Memorandum of Understanding with the City of Niagara Falls.

**9. CEO REPORT**

9.1. January 2023

A. Subnaik Kilgour presented the January 2023 CEO Report

Information and updates were provided on Board recruitment, the Stamford Library, Summer Student grants, carpeting improvements, the AN Myer Partnership, and fundraising.

**MOTION: 2023-05** To accept the CEO report of January 18, 2023  
**MOVED BY:** A. Andres-Jones  
**SECONDED BY:** K. Tsiantoulas  
**MOTION CARRIED**

**10. OTHER BUSINESS**

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

- 10.1. December 2022 Qualitative Statistics
- 10.2. December 2022 Quantitative Statistics
- 10.3. 2022 Quarter 4 Snapshot
- 10.4. Circulation Adjustment Report
- 10.5. 2022 Circulation Tracker
- 10.6. Total Circulation Trends 2019 through Present
- 10.7. Post-COVID-19 Recovery Tracker 2022 Compared to 2019
- 10.8. Door Count Statistics 2019 through Present

On behalf of the Board, the Chair and Vice-Chair thanked K. Letourneau and D. Parakh for their time served on the Library Board and expressed the value of their contributions.

**11. ADJOURNMENT**

Meeting adjourned at 6:45 pm

**NEXT MEETING**

February 15, 2023