

**NIAGARA FALLS PUBLIC LIBRARY BOARD  
MINUTES OF THE REGULAR MEETING  
May 19, 2021**

This meeting was held virtually on Zoom

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

**STAFF:** A. Subnaik Kilgour, K. Rimnyak, S. Gajjar, C. Burton

**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**

**MOTION: 2021-47** To approve the agenda of May 19, 2021 Board meeting

**MOVED BY:** B. Ness

**SECONDED BY:** J. Anstruther

**MOTION CARRIED**

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

None

**3. APPROVAL OF MINUTES**

**MOTION: 2021-48** To accept the minutes of April 21, 2021

**MOVED BY:** J. Anstruther

**SECONDED BY:** D. Parakh

**MOTION CARRIED**

**MOTION: 2021-49** To accept the committee-of-the-whole minutes of April 21, 2021

**MOVED BY:** J. Anstruther

**SECONDED BY:** B. Ness

**MOTION CARRIED**

**MOTION: 2021-50** To accept the committee-of-the-whole minutes of April 28, 2021  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** B. Ness  
**MOTION CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

None

**5. CORRESPONDENCE**

Email for TackleShare Program- Member of Public  
Email for No Mow May Concept- Member of Public  
Thank you letter for G.R.E.A.T. Grant- CEO, Niagara Falls Public Library

The Board directed A. Subnaik Kilgour to use the response drafted by the IRC Manager to reply to the Tackleshare Program email. The Board agreed on mowing the grass to avoid any health and safety hazard.

**MOTION: 2021-51** To accept the correspondence of May 19, 2021  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

**6. BOARD INFORMATION AND EDUCATION**

Do fish feel pain? – Ontario Federation of Anglers and Hunters  
Rationale behind the TackleShare Program – Ashleigh Dronyk, Manager IRC  
Anti-Racist Executive Leadership for Public Libraries – Urban Libraries Council  
Ontario’s introduction of 3 days of employer-paid (WSIB-reimbursed) COVID sick leave – Stringer LLP  
Update on the Ontario’s COVID sick leave – Stringer LLP

**7. ARTICLES OF INTEREST**

*Niagara Falls library hooks new program to offer fishing equipment to young and novice anglers | Niagara Falls Review*  
*Niagara Falls council decides now not time to seek certification as living wage employer | Niagara Falls Review*

**8. FINANCE COMMITTEE**

- a) The Library cheque/EFT registers were read into the minutes
- |                                     |              |
|-------------------------------------|--------------|
| April 1-30, 2021 – 2020 Fiscal Year | \$ 15,098.21 |
| April 1-30, 2021 – 2021 Fiscal Year | \$ 80,322.00 |

**MOTION: 2021-52** To accept the cheque/EFT registers of April 1-30, 2021  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** L. Lococo  
**MOTION CARRIED**

- b) Monthly revenue and actuals reports were provided for April 2021

**MOTION: 2021-53** To accept the reported revenues and actuals of April 2021  
**MOVED BY:** B. Ness  
**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

- c) A report on revision of collection material capital project was provided for 2021

**MOTION: 2021-54** To approve the budget adjustment to the 2021 capital project Collection Materials from \$110,000 to \$83,945 annually  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

- d) A report on reserve fund capital spending was presented for 2020

**MOTION: 2021-55** To approve the funding of 2020 capital project spending that is funded through Library reserves, totaling \$54,906.01 from the Property Reserve and \$11,303.33 from the Automation Reserve  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** K. Tsiantoulas  
**MOTION CARRIED**

**9. CEO REPORT**

A. Subnaik Kilgour

- NFPL has pivoted its service model to provide the computer access service while following the suggested safety norms
- The candidate who was hired for the Project Management Coordinator position has joined the organization

- Discussion with the City CAO about the new Memorandum of Understanding and the approach on moving forward
- Sun Life Representative reached out to request information to do a competitive market assessment
- The Annual Survey of Public Libraries was filed on April 28, 2021 for the Niagara Falls Public Library

**MOTION: 2021-56** To accept the CEO report for May 14, 2021

**MOVED BY:** J. Anstruther

**SECONDED BY:** B. Ness

**MOTION CARRIED**

**10. OTHER BUSINESS**

- a) The following items were provided for the Board's review:
  - i. April 2021 Qualitative Statistics
  - ii. April 2021 Quantitative Statistics
- b) The date for the September Board meeting was changed to September 29, 2021.

**11. ADJOURNMENT**

Meeting adjourned at 5:54 pm

**NEXT MEETING**

June 16, 2021 Virtually (Zoom)

September 29, 2021

October 20, 2021