

**NIAGARA FALLS PUBLIC LIBRARY BOARD**  
**MINUTES OF THE REGULAR MEETING**  
March 29, 2022

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, M. MacLaren, G. Lottridge

**CALL TO ORDER:**

Meeting called to order at 4.31 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: 2022-22** To approve the agenda of March 29<sup>th</sup>, 2022 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**

- Minutes of February 16th, 2022- Board Meeting
- Minutes of February 16th, 2022- Committee-of-the-Whole

**MOTION: 2022-23** To accept the minutes of regular and Committee-of-the-whole Board Meeting of February 16<sup>th</sup>, 2022  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** B. Ness  
**MOTION CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

None

**5. CORRESPONDENCE**

- Funding Approval Letter– City of Niagara Falls

**MOTION: 2022-24** To accept the correspondence of March 29, 2022

**MOVED BY:** J. Anstruther

**SECONDED BY:** T. Tredwell,

**MOTION CARRIED**

**6. BOARD INFORMATION AND EDUCATION**

- NFPL Annual Report 2020
- Preliminary 2021 Annual Report Statistics
- 2021 Audit- Economic and industry trends
- Sunlife Insurance Update 2022
- Public Library Update – March 1, 2022, OLS
- Public Library Update – March 21, 2022, OLS
- Ontario moves to roadmap exit step under the Reopening Ontario Act, Sherrard Kuzz LLP
- 6CMOH Directives & Letter of Instructions
- Message from the Office of Mayor and CAO
- Lincoln and Pelham Libraries merging operations

**7. ARTICLES OF INTEREST**

- Canadian Library Community Expresses Support for Ukraine | Librarianship.ca
- Public Libraries Face Escalating Book Challenges | Library Journal
- Do Libraries Need Social Workers on Staff? Some Librarians Say Yes | CBC News
- Feeling The Burnout | Library Journal

K. Tsiantoulas joined the meeting at 4:36 pm and D. Parakh joined the meeting at 4:40 pm.

**8. FINANCE COMMITTEE**

a) The Library cheque/EFT registers were read into the minutes

February 1-28, 2022 - 2022 Fiscal Year	\$ 114,948.04
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February 1-28, 2022 - 2021 Fiscal Year	\$ 16,895.57
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**MOTION: 2022-25** To accept the cheque/EFT registers of February 1-28, 2022  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

b) Reserve Funding of 2021 Capital Spending

**MOTION: 2022-26** To approve the funding of 2021 capital project spending that is funded through Library reserves, totaling \$81,763.06 from the Property Reserve and \$6,314.26 from the Automation Reserve.  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** D. Parakh  
**MOTION CARRIED**

#### 9. COMMITTEE-OF-THE-WHOLE SESSION

**MOTION: 2022-27** To move into committee-of-the-whole meeting  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** L. Lococo  
**MOTION CARRIED**

The Niagara Falls Public Library Board went “in camera” at 5:08 pm in order to address matters pertaining to:

- Litigation or potential litigation, including matters before administrative tribunals, affecting the Board

**MOTION: 2022-30** To rise from Committee-of-the-Whole  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** D. Parakh  
**MOTION CARRIED**

The “in camera” session was completed at 5:57 pm

#### 10. CEO REPORT

##### A. Subnaik Kilgour

- Provide an update on provincial restrictions, staffing, Stamford Library, 2021 Audit and room bookings

**MOTION: 2022-31** To accept the CEO report for March 25<sup>th</sup>, 2022  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** B. Ness  
**MOTION CARRIED**

**11. NEW BUSINESS**

Policy/Bylaw Update Index

- NFPL Board Bylaw No.1
- Intellectual Freedom Policy
- Reconsideration of Library materials
- Code of Conduct

**MOTION: 2022-32** To accept the updated NFPL policies and bylaws (11.1.1), (11.1.2), (11.1.3), (11.1.4)

**MOVED BY:** D. Parakh

**SECONDED BY:** J. Anstruther

**MOTION CARRIED**

**12. OTHER BUSINESS**

- a) The following items were provided for the Board’s review:
- i. February 2022 Qualitative Statistics
  - ii. February 2022 Quantitative Statistics

**13. ADJOURNMENT**

Meeting adjourned at 6:50 pm

**NEXT MEETING**

April 20, 2022

May 18, 2022

June 15, 2022