

NIAGARA FALLS PUBLIC LIBRARY BOARD
Wednesday, May 20, 2015
Victoria Avenue Library Board Room

MINUTES

Present: B. Ness (chair), A. Andres-Jones, J. Anstruther, C. Ioannoni,
E. Sheridan, J. Stamp, K. Su.
Staff: M. Seymour, R. Smith

1) **CALL TO ORDER:**
Meeting called to order at 4:50pm

2) **REGRETS:** F. Franze, B. Peters

Motion to move A. Porteus policy presentation to follow the Board Orientation presentation

Moved by A. Andres-Jones

Seconded by K. Su

Carried.

Board Orientation #3 by Monika Seymour CEO

Material Selection Policy (including DVD, LHC & self publishing) by Andrew Porteus
Manager of Information Resources & Connections:

Collection Development Policy including Addendum 1 – Self Published Authors Policy;
Addendum 2 – Local History Collection; & Addendum 3 – Request for Reconsideration
of Library Materials (form)

Includes all collections including digital. Directly responds to the Library Mission
Statement “informational, educational, cultural & recreational resource”

Moved to approve C. Ioannoni

Seconded A. Andres-Jones

Carried.

Intellectual Freedom Policy

Moved to approve C. Ioannoni

Seconded J. Stamp

Carried.

3) **MINUTES OF THE April 15th, 2015 BOARD**

Motion to accept E. Sheridan

Seconded A. Andres-Jones

Carried.

4) **BUSINESS ARISING:**

Book Prize: One school has responded: K. Su will present the Westlane book award
John Anstruthers will join the Finance Committee, & the Property & Planning Committee
Performance Management – Progressive discipline Policy – question answered

Moved by C. Ioannoni
Seconded by J. Anstruther Carried.

C. Ioannoni left early, not well

5) **CORRESPONDENCE:**

6) **FINANCE COMMITTEE:**

a) Library Cheque Register: Apr 15: \$2,881.24; Apr 22: \$28,142.64;
Apr 29: \$48,287.48; May 6: \$18,043.76;

Read into the minutes

Moved A. Andres-Jones

Seconded E. Sheridan Carried.

b) Operating Budget actual April 30, 2015

c) 2015 Revised Operating Budget Ratification / Approval Capital Budget presented to
City Council

Moved J. Anstruther

Seconded J. Stamp Carried.

d) 2014 Year end in progress

7) **CEO Report:** M. Seymour

Organization Review ongoing: Employment opportunity 2nd Community Development
& Programming Librarian (Childrens)

8) **NEW BUSINESS:**

a) Reports – Page Wage Increase October 2015

Moved E. Sheridan

Seconded K. Su Carried.

b) Performance Development Review Policy: Performance evaluations will
be twice a year. The Board has requested a update throughout the year

9) **OTHER BUSINESS:**

a) CEO Annual Review information – Review at June meeting

Revision of position description: references to Chief Librarian change to CEO

Moved by J. Anstruther

Seconded J. Stamp Carried.

The Board received a list the accomplishments for the past year as well as a
quarterly progress report.

b) Trustee meeting report: B. Ness will submit a written report at the June meeting.

c) Recognition plaque - C. Dix: invite him to the meeting and present the him with
the plaque on the 'donation tree'

ADJOURNMENT: time 7pm

Moved by Eric Sheridan

Seconded by J. Anstruther

NEXT MEETING

4:45pm

at Victoria Avenue Library

June 10th, 2015

September 16th, 2015

October 21st, 2015

November 18th, 2015

December 16th, 2015