

**NIAGARA FALLS PUBLIC LIBRARY BOARD  
MINUTES OF THE REGULAR MEETING  
SEPTEMBER 21, 2022  
Victoria Avenue Library LaMarsh Room**

This meeting was held in-person  
Board Members had the option to also attend virtually via Google Meet

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

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

**CALL TO ORDER:**

Meeting called to order at 4:43 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.*

D. Parakh joined the meeting at 4:45 pm

**1. APPROVAL OF AGENDA**

Revision: L. Lococo added an item to New Business – Good News Story

**MOTION: 2022-69** To approve the agenda of the September 21, 2022 Board Meeting as revised

**MOVED BY:** B. Ness

**SECONDED BY:** L. Lococo

**MOTION CARRIED**

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

None

**3. APPROVAL OF MINUTES**

3.1. Minutes of July 20, 2022 Board Meeting

3.2. Minutes of July 20, 2022 Committee-of-the-Whole

**MOTION: 2022-70** To accept the regular and committee-of-the-whole minutes of July 20, 2022

**MOVED BY:** L. Lococo

**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

None

**5. CORRESPONDENCE**

- 5.1. Post Audit Letter - Crawford, Smith & Swallow Inc.
- 5.2. Management Letter - Crawford, Smith & Swallow Inc.
- 5.3. Thank You Card – S. Kalia, IT Intern

**MOTION: 2022-71** To accept the correspondence of September 21, 2022  
**MOVED BY:** T. Tredwell  
**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

J. Anstruther joined the meeting at 4:47 pm

**6. BOARD INFORMATION AND EDUCATION**

- 6.1. Guidance from the CFLA-FCAB Intellectual Freedom Committee
- 6.2. Centre for Free Expression Re: Notices of Personal Liability
- 6.3. Government Relations and Support for Ontario's Libraries OLA/FOPL 2022
- 6.4. 2022 Community Benefits Charge, City of NF Public Meeting
- 6.5. Media Release: City of Niagara Falls Honours the memory of Her Majesty Queen Elizabeth II
- 6.6. OLS AMPLO/ARUPLO Meeting

**7. ARTICLES OF INTEREST**

**7.1. Niagara Falls Public Library**

- 7.1.1. Celebrating sports and art at Niagara Falls Public Library | Niagara Falls Review
- 7.1.2. Landscape of Nations artist focus of new exhibit at Niagara Falls library | Niagara This Week - Niagara Falls

**7.2. Other**

- 7.2.1. Prince George library staff facing 'frequent and undue levels of violence,' WorkSafeBC finds | Prince George Citizen
- 7.2.2. Library responds to WorkSafeBC report, Citizen story outlining hazards faced by staff | Prince George Daily News
- 7.2.3. Drag storytime ban reversed in Montreal 'burb | Toronto Star
- 7.2.4. Book drop incident prompts staff resignations while 'sense of unease' persists at library | Daily Inter Lake
- 7.2.5. Help wanted: St. Catharines city hall adopts strategy to woo and keep workers | The Standard

**8. FINANCE COMMITTEE**

8.1. Library Cheque/EFT registers:

- 8.1.1. July 1-31, 2022 (2022 Fiscal Year)      \$ 85,366.96
- 8.1.2. August 1-31, 2022 (2022 Fiscal Year)      \$ 102,228.16

8.2. Monthly Revenue detail:

- 8.2.1. Revenue details for July 2022
- 8.2.2. Revenue details for August 2022

8.3. Monthly Actuals

- 8.3.1. Actuals as on July 31, 2022
- 8.3.2. Actuals as on August 31, 2022

8.4. 2023 Capital Budget Submission

**MOTION: 2022- 72**      To accept the cheque/EFT registers of July 1-31 and August 1-31, 2022  
**MOVED BY:**              J. Anstruther  
**SECONDED BY:**         T. Tredwell  
**MOTION CARRIED**

**MOTION: 2022- 73**      To accept the revenue and actuals for the months of July and August 2022  
**MOVED BY:**              B. Ness  
**SECONDED BY:**         J. Anstruther  
**MOTION CARRIED**

**MOTION: 2022- 74**      To approve the proposed 2023 capital budget submission as presented at the  
September 21, 2022, regular board meeting  
**MOVED BY:**              T. Tredwell  
**SECONDED BY:**         K. Tsiantoulas  
**MOTION CARRIED**

**MOTION: 2022- 75**      To move into Committee-of-the-Whole  
**MOVED BY:**              B. Ness  
**SECONDED BY:**         J. Anstruther  
**MOTION CARRIED**

The Niagara Falls Public Library Board went “in camera” at 5:17 pm in order to address matters pertaining to:

- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

**MOTION: 2022-77** To rise from Committee-of-the-Whole  
**MOVED BY:** T. Tredwell  
**SECONDED BY:** J. Anstruther  
**MOTION CARRIED**

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

## 9. CEO REPORT

### A. Subnaik Kilgour

- Information and updates on Provincial COVID protocols, Public Library Operating Grant, heating alerts, Stamford Library renovation, room bookings, Library Board recruitment, MPP visit, strategic planning, staffing, procurement, MOU discussion, Community Benefit Charge By-law, non-core asset management and planning, and trauma informed care training

**MOTION: 2022-78** To accept the CEO report of September 21, 2022  
**MOVED BY:** T. Tredwell  
**SECONDED BY:** J. Anstruther  
**MOTION CARRIED**

## 10. NEW BUSINESS

Addition: L. Lococo shared some positive feedback that she recently received from a member of the community who is getting great use of our Library resources.

10.1. Archival Assessment Report for the NFPL – Local History Collection by Heritage Professionals

10.2. Policy/By-law Update Index

10.2.1. Privacy Policy

10.2.2. Electronic Monitoring Policy

10.2.3. Art Exhibit Policy

10.2.4. Procurement Policy – Draft Revisions

**MOTION: 2022-79** To accept the Privacy Policy  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** K. Tsiantoulas  
**MOTION CARRIED**

**MOTION: 2022-80** To accept the Electronic Monitoring Policy  
**MOVED BY:** T. Tredwell  
**SECONDED BY:** J. Anstruther  
**MOTION CARRIED**

**MOTION: 2022-81** To accept the updated Art Exhibit Policy  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** B. Ness  
**MOTION CARRIED**

K. Tsiantoulas departed the meeting at 6:27 pm

## **11. OTHER BUSINESS**

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

- 11.1. Amendment to 2022 Holiday Closures
- 11.2. July 2022 Qualitative Statistics
- 11.3. July 2022 Quantitative Statistics
- 11.4. August 2022 Qualitative Statistics
- 11.5. August 2022 Quantitative Statistics
- 11.6. Finalized 2021 Annual Report

## **12. ADJOURNMENT**

Meeting adjourned at 6:30 pm

### **NEXT MEETING**

October 19, 2022  
November 16, 2022  
December 21, 2022