

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
October 27, 2021

The open-session meeting was held virtually on Zoom

The Committee-of-the-Whole meeting was held virtually on Google Meet

Meeting was chaired by Vice-chair, J. Anstruther

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

STAFF: A. Subnaik Kilgour, S. Gajjar, C. Burton, A. DeGiorgio

GUESTS: C. Morrow, Crawford, Smith & Swallow LLP

CALL TO ORDER:

Meeting called to order at 4:32 pm

THE ACKNOWLEDGEMENT STATEMENT WAS READ INTO THE MINUTES BY A. SUBNAIK KILGOUR

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 proposed to move into committee-of-the-whole session after Matter 3 "Presentation of Financial Statements", pass a motion regarding the acceptance of transfer of Chippawa Branch parking lot after moving out of committee-of-the whole session and move matter 9 "Finance" ahead of matter 4 ""Minutes".

MOTION: 2021-85 To approve the amended agenda [of October 27th, 2021 Board meeting]
MOVED BY: B. Ness
SECONDED BY: D. Parakh
MOTION CARRIED

2. DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS

None

K. Tsiantoulas joined the meeting at 4:35 pm.

3. PRESENTATION OF 2020 FINANCIAL STATEMENTS

C. Morrow from Crawford Smith and Swallow presented the 2020 audited Financial Statements. Outstanding liabilities as on December 31, 2020 were verified and recorded by the auditor in the 2020 Financial Statements.

MOTION: 2021-86 To pass the [2020 audited] Financial Statements
MOVED BY: K. Letourneau
SECONDED BY: B. Ness
MOTION CARRIED

4. COMMITTEE-OF-THE-WHOLE SESSION

MOTION: 2021-87 To move into Committee-of-the-Whole
MOVED BY: K. Tsiantoulas
SECONDED BY: D. Parakh
MOTION CARRIED

The Niagara Falls Public Library Board went “in camera” at 5:16 pm in order to address matters pertaining to:

- Labour relations or employee negotiations

L. Lococo joined committee-of-the-whole session around 5:31 pm.

MOTION: 2021-89 To rise from Committee-of-the-Whole
MOVED BY: B. Ness
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

The “in camera” session was completed at 5:55 pm

5. CHIPPAWA BRANCH PARKING LOT

MOTION: 2021-90 To move forward with the transfer of the Chippawa branch parking lot ownership from the municipality (City of Niagara Falls) to the library
MOVED BY: T. Tredwell
SECONDED BY: D. Parakh
MOTION CARRIED

MOTION: 2021-91 To agree for the City of Niagara Falls' solicitor act on behalf of both parties in the ownership transfer of the parking lot at the Chippawa branch
MOVED BY: K. Tsiantoulas
SECONDED BY: D. Parakh
MOTION CARRIED

6. FINANCE COMMITTEE

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

September 1-30, 2021 – 2021 Fiscal year	\$ 96,773.40
June 1-30, 2021 – 2021 Fiscal year	\$ 176,396.27
July 1-31, 2021 - 2021 Fiscal year	\$ 78,205.10
August 1-31, 2021 – 2021 Fiscal year	\$ 159,080.92

MOTION: 2021-92 To accept the cheque/EFT register of September 1-30, June 1-30, July 1-31 and August 1-31, 2021
MOVED BY: K. Letourneau
SECONDED BY: B. Ness
MOTION CARRIED

b) Monthly revenue reports were provided for June, July, August and September 2021

MOTION: 2021-93 To accept 9.2 reported revenues of June 2021, July 2021, August 2021 and September 2021
MOVED BY: K. Letourneau
SECONDED BY: D. Parakh
MOTION CARRIED

c) Monthly actual reports were provided for June, July, August and September 2021

MOTION: 2021-94 To accept 9.3 monthly actuals of June 30 2021, July 31 2021, August 31 2021 and September 30 2021
MOVED BY: K. Letourneau
SECONDED BY: B. Ness
MOTION CARRIED

d) 2022 Capital Budget and update on capital projects report was presented to the Library Board by S. Gajjar

MOTION: 2021-95 To move \$14,031.00 from the 2020 audited surplus from the library's operating budget to the Automation reserve to cover the shortfall in that reserve
MOVED BY: B. Ness
SECONDED BY: D. Parakh
MOTION CARRIED

MOTION: 2021-96 To accept the capital budget and update on capital projects report
MOVED BY: L. Lococo
SECONDED BY: B. Ness
MOTION CARRIED

e) The Library Board had a discussion around the 2020 Library surplus.

MOTION: 2021-97 To direct the CEO to request a meeting with officials from the City of Niagara Falls (CAO, finance and others as deemed appropriate) to begin discussions on the audited amount of the 2020 surplus as well as to discuss how to mitigate the impact of the requested amount on the library based on the demonstrated needs as outlined to the Board at the October 27, 2021 regular meeting of the Board
MOVED BY: K. Letourneau
SECONDED BY: D. Parakh
OPPOSED BY: T. Tredwell
MOTION CARRIED

7. APPROVAL OF MINUTES

MOTION: 2021-98 To accept the minutes as set out in item 4 [of the agenda]
MOVED BY: K. Tsiantoulas
SECONDED BY: K. Letourneau
MOTION CARRIED

8. BUSINESS ARISING FROM THE MINUTES

None

9. CORRESPONDENCE

- Notice of Intention to Revoke the registration, Canada Revenue Agency
- Communication prior to completion of the audit of Niagara Falls Public Library Board for the year ended December 31, 2020, Crawford, Smith & Swallow
- Public Library Operating Grant submission email confirmation
- Email confirmation for submission of application under Canada Community Revitalization Fund for the Stamford Library
- Letter from Deputy Minister, Ministry of Heritage, Sport, Tourism and Culture Industries
- Correspondence received on COVID-19 Proof of vaccination, Assistant Deputy Minister, Ontario
- Thank you letter from Nora Bartholomew, recipient of Niagara Falls Public Library Board Fine Arts Award

- Thank you note and NFPL award inclusion in Graduation ceremony booklet, Westlane Secondary School
- Thank you slides from Grade 4-19, Virtual School 1, DSBN

MOTION: 2021-99 To accept the correspondence of September 29 and October 27, 2021
MOVED BY: B. Ness
SECONDED BY: D. Parakh
MOTION CARRIED

10. BOARD INFORMATION AND EDUCATION

- NFPL Summer Programs 2021 Report, Laura Martin, Manager, CDP
- Vaccine Policy Update of City of Niagara Falls, Jason Burgess, CAO
- Public Health recommends workplaces implement vaccination policies
- Coronation Centre at MacBain Community Centre, Coronation Centre 50 Plus Recreation Centre
- Meeting & Event Spaces in Public Libraries- COVID-19 Update and FAQs, Ontario Library Service
- Non full-time employees having an option to join OMERS plan starting January 1, 2023, OMERS

11. ARTICLES OF INTEREST

- *Niagara Falls libraries celebrate Ontario Public Library Week with new services and programs* | Niagara Falls Review
- *Niagara Falls looking into Indigenous crosswalk* | Niagara Falls Review
- *Hicks, Vetere among inductees for Niagara falls Arts & Culture Wall of Fame* | Niagara Falls Review
- *33 new COVID-19 cases reported in Niagara Tuesday* | The St. Catharines Standard
- *Sexual Harassment, intimidation, violence on the job worsened during pandemic, librarians report* | CBC

12. CEO REPORT

A. Subnaik Kilgour

- Update on COVID-19 vaccination status of NFPL employees
- Provincial restriction update with respect to Libraries and services offered at NFPL
- Update on celebration of Ontario Public Library Week at NFPL
- Recommendation on R2 and R3 retirement benefits plan

MOTION: 2021-100 To accept Alicia's [Subnaik Kilgour] recommendation on R2 and R3 plan
MOVED BY: B. Ness
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

MOTION: 2021-101 To accept the CEO Report for September [24, 2021] and October [22, 2021]
MOVED BY: D. Parakh
SECONDED BY: L. Lococo
MOTION CARRIED

13. OTHER BUSINESS

- a) The following items were provided for the Board's review:
- i. September 2021 Qualitative Statistics
 - ii. September 2021 Quantitative Statistics

14. ADJOURNMENT

Meeting adjourned at 7:48 pm

NEXT MEETING

November 17, 2021

December 15, 2021

January 19, 2022