

**NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING**

April 18, 2018

Victoria Avenue Library Board Room

PRESENT: B. Ness (Chair), A. Andres-Jones (Vice-Chair), C. Ioannoni (Councillor), J. Anstruther,
K. Dockstader, F. Franze, J. Stamp

REGRETS: K. Letourneau

STAFF: A. Subnaik Kilgour, K. Goodman

1) **CALL TO ORDER:**

Meeting called to order at 4:50 pm

2) **AMENDMENT TO THE AGENDA:** Added 6.2 Insurance related to Indigenous Concert Series

APPROVAL OF AGENDA

MOTION: 2018-22 To approve the agenda of April 18, 2018 as amended

MOVED BY: F. Franze

SECONDED BY: K. Dockstader

MOTION CARRIED

DISCLOSURE OF CONFLICT OF INTEREST

None

3) **APPROVAL OF MINUTES**

MOTION: 2018-23 To accept the minutes of the regular meeting of March 28, 2018

MOVED BY: F. Franze

SECONDED BY: J. Stamp

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

Follow up discussion regarding a recent Library complaint.

4) **CORRESPONDENCE**

Westlane Secondary School - Fine Arts Book Prize

Westlane Secondary School - Literary Arts Book Prize

Saint Michael High School - Book Prize

Saint Paul Catholic High School - Book Prize

Eric Sheridan Letter of Resignation

Media Release: End of funding freeze

Article: *Empowering creativity and discovery at the library* St. Catharines Standard

Article: *Teens get their own space at Niagara Falls Public Library* Niagara This Week

Article: *Libraries: A place of modernization* The Chronicle

- The Board expressed sadness at receiving Eric Sheridan’s resignation letter. The letter will be forwarded to City Council along with any recommendations brought forward for a replacement.
- The Board approved continuing the Book Prizes for Niagara Falls High School 2018 graduates

5) **FINANCE COMMITTEE**

a) The Library cheque registers were read into the minutes

March 1-31, 2018 (for the 2017 year) \$370.60

March 1-31, 2018 (for the 2018 year) \$39,908.10

MOTION: 2018-24 To accept the cheque registers of March 1-31, 2018 (for 2017) & March 1-31, 2018 (for 2018)

MOVED BY: F. Franze

SECONDED BY: J. Stamp

MOTION CARRIED

b) Operating Budget – actuals as at March 31, 2018

MOTION: 2018-25 To accept the financial report of March 31, 2018

MOVED BY: K. Dockstader

SECONDED BY: F. Franze

MOTION CARRIED

6) **CEO REPORT:**

A. Subnaik Kilgour

- 20 year funding freeze has ended, announced on March 28th by the Ministry of Tourism, Culture and Sport.
- The Welland Public Library Board has approved moving forward with reciprocal borrowing. Pelham and Fort Erie will also be bringing this forward to their Boards.
- Schoolhouse Products Inc visited our Victoria location to discuss options for shelving and layout with a focus on discovery and merchandising. They will be sending us a proposal in May.
- Launch of Teen Space was well attended and well received

Safety/Security Issues

- There is a need for more investment (fobs, signage, security hours, security system)
- Currently working on a lockdown/emergency policy
- Safety Subcommittee was formed – C. Ioannoni & J. Stamp
- Need an audit prior to any new security camera installations

7) **NEW BUSINESS**

1. Use of Corporate Resources for Election Purposes Policy

MOTION: 2018-26 That the Use of Corporate Resources for Election Purposes Policy be approved as revised on April 18, 2018

MOVED BY: K. Dockstader

SECONDED BY: J. Anstruther

MOTION CARRIED

2. Insurance related to Indigenous Concert Series

A discussion ensued regarding insurance coverage for special events and regular room rentals. A. Subnaik Kilgour to meet with insurance broker and report back at next Board Meeting.

8) **OTHER BUSINESS:**

A. Subnaik Kilgour is unable to attend the May Board Meeting as scheduled on May 16, 2018. The May 2018 meeting was moved to 23, 2018

9) **ADJOURNMENT:**

Meeting adjourned at 6:22 pm

NEXT MEETING

4:45PM

at Victoria Avenue Library

May 23, 2018

June 20, 2018