



St. Catharines Public Library Board

Regular Meeting Minutes

Thursday, October 19, 2023, 6:00 pm
Mills Room, Central Library & Microsoft Teams

Present:	M. Brousseau P. Clausi J. Coles (Chair) K. Diiorio	S. Dimick (Vice-Chair) Lori Littleton Councillor J. Lindal
Regrets:	Councillor G. Miller	Gail Riihimaki
Staff:	D. Bott (left at 7:33 pm) N. Bryans (Recording Secretary) L. DiDonato (left at 7:59 pm) M. Haanstra (left at 7:33 pm)	H. Jones (left at 7:33 pm) J. Spera (left at 7:33 pm) K. Su (Secretary)
Guest:	Aidan Johnson (NCLC) (left at 6:45 pm)	

The Chair called the Regular Meeting to order at 6:00 pm.

Peter Clausi read the following SCPL Land Acknowledgment:

The land on which the Board meets today is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish with One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Metis, and Inuit Peoples. Acknowledging this is a reminder that our great standard of living is directly related to the resources and friendship of Indigenous people.

1. Adoption of Agenda

1.1 Additions/Deletions to Agenda
None

1.2 Adoption of Agenda

MOTION: 2023-114 THAT the Agenda be adopted.

MOVED BY: Councillor J. Lindal
SECONDED BY: L. Littleton
MOTION CARRIED.

2. Chair's Remarks

The Chair thanked staff for their work and she reminded Board members that SCPL could reimburse their parking expenses related to Library Board business.

3. Declarations of Interest

Lori Littleton declared a conflict of interest for item 5.4.

4. Adoption of Minutes

4.1 Joint Board Training – September 18, 2023

MOTION: 2023-115 THAT the Joint Board Training Minutes of September 18, 2023 be adopted.

MOVED BY: M. Brousseau
SECONDED BY: L. Littleton
MOTION CARRIED.

4.2 Regular Meeting – September 21, 2023

MOTION: 2023-116 THAT the Regular Meeting Minutes of September 21, 2023 be adopted.

MOVED BY: S. Dimick
SECONDED BY: Councillor J. Lindal
MOTION CARRIED.

5. Monthly Updates

5.1 St. Catharines City Council No report.

5.2 OLS Update – J. Coles

The Chair reminded Board members to consider standing for the OLS Board Assembly representative position.

5.3 CEO Update – K. Su

The CEO updated the Board about the following:

- Plans to modify the Full-Time staff pay cycle – Modification will occur on May 30, 2024. SCPL anticipates no issues, have already discussed with the Union.
- Incidents at Dr. Huq branch – SCPL to meet with the City and NRP to discuss their suggestions for signage, staff training to reinforce use of the Code of Conduct, and the possibility of restricting access to the Wi-Fi password. The Board discussed their mandate to provide service for all and are not in favour of restricting the Wi-Fi password. The CEO will keep the Board informed.

- Plans to update branch furniture – Sylvia Myers of Schoolhouse Products will present proposed furniture options for Merritt and Port branches to the Board at the November meeting.
- Central Renovation Design – SCPL has met with Tina Ranieri-D'Ovidio, of ward99 Architects, to work on the detailed design phase. Making plans for more library visits in late-October or early-November to get ideas. The CEO will keep the Board informed.
- Professional Ethics Training – CEO has sent emails to Board members for training sessions on November 2, 2023, 7:00 – 9:00 pm in Niagara-on-the-Lake.

Lori Littleton left the Regular Meeting for item 5.4.

- 5.4 Community Partner Update – Aidan Johnson, Executive Director, Niagara Community Legal Clinic, provided a verbal presentation to the Board that highlighted the work they do to provide free legal services to low-income residents of the Niagara region. He thanked SCPL for their partnership support, patience, and assistance to provide access to justice for all citizens.

Aidan Johnson left the Regular Meeting at 6:45 pm.

Lori Littleton returned to the Regular Meeting at 6:45 pm.

6. Consent Reports

- 6.1 Correspondence – None
- 6.2 CEO Report – K. Su
- 6.3 Department Reports – September 2023
- 6.3(a) Customer Service – M. Haanstra
 - 6.3(b) Facilities and Health & Safety – L. DiDonato
 - 6.3(c) Innovation, Collections, & Technology – D. Bott
 - 6.3(d) Programming & Promotions – H. Jones
- 6.4 Finance Reports – L. DiDonato
- 6.4(a) 2023 Financial Results and Forecast Statement at September 30, 2023
 - 6.4(b) Endowment & Trust Statement at September 30, 2023
 - 6.4(c) Short-Term Investments Statement at September 30, 2023

MOTION: 2023-117 THAT the Consent Reports be received as circulated.
Moved by: S. Dimick
Seconded by: K. Diiorio
MOTION CARRIED.

7. Discussion Reports

- 7.1 Proposed 2024-2026 Operating Budget – L. DiDonato

The Board received a written report and an online presentation that outlined staff's budget recommendations. The Chair noted some minor wording amendments. The Board discussed the budget alternatives requested by Council and the budget presentation slides.

MOTION: 2023-118 THAT the Board approve the 2024 to 2026 Operating Budget for submission to the City of St. Catharines, as amended.
MOVED BY: L. Littleton
SECONDED BY: K. Diiorio
MOTION CARRIED.

MOTION: 2023-119 THAT the Board direct Library staff to present the 21% service reduction alternative, as requested by Council but not endorsed by the Board.
MOVED BY: P. Clausi
SECONDED BY: K. Diiorio
MOTION CARRIED.

7.2 Policy (P-09) Employee & Trustee Recognition – K. Su
The Board received a written report that outlined the revisions to Policy (P-09) Employee & Trustee Recognition.

MOTION: 2023-120 THAT the Board approve revised Policy (P-09) Employee & Trustee Recognition.
MOVED BY: Councillor J. Lindal
SECONDED BY: L. Littleton
MOTION CARRIED.

8. In-Camera Session

8.1 In-Camera Agenda

8.1(a) Additions/Deletions to In-Camera Agenda
None

8.1(b) Adoption of In-Camera Agenda

MOTION: 2023-121 THAT the In-Camera Agenda be adopted as amended.
MOVED BY: S. Dimick
SECONDED BY: L. Littleton
MOTION CARRIED.

8.2 Motion to Move In-Camera

MOTION: 2023-122 THAT the Regular Meeting move to In-Camera Session.
MOVED BY: M. Brousseau
SECONDED BY: L. Littleton
MOTION CARRIED.

The meeting moved to In-Camera Session at 7:25 pm.

8.3 Adoption of In-Camera Minutes

8.3(a) In-Camera Session – September 21, 2023

MOTION: 2023-123 THAT the In-Camera Session Minutes of September 21, 2023 be adopted.

MOVED BY: P. Clausi

SECONDED BY: M. Brousseau

MOTION CARRIED.

8.4 In-Camera Consent Agenda

8.4(a) Staffing (September Update) – L. Dobson

MOTION: 2023-124 THAT the In-Camera Consent Agenda be received as circulated.

MOVED BY: L. Littleton

SECONDED BY: S. Dimick

MOTION CARRIED.

8.5 Correspondence – J. Coles

The Chair shared correspondence with the Board and staff.

MOTION: 2023-125 THAT the Board supports the collections work being carried out by its professional staff.

MOVED BY: M. Brousseau

SECONDED BY: S. Dimick

MOTION CARRIED.

D. Bott, M. Haanstra, H. Jones, & J. Spera left the In-Camera Session at 7:33 pm.

8.6 In-Camera Discussion Reports

8.6(a) Personnel Matter – K. Su

The Board discussed a Personnel Matter.

8.6(b) Personnel Matter – J. Coles

The Board discussed a Personnel Matter.

K. Su, L. DiDonato, & N. Bryans left the In-Camera Session at 7:59 pm.

8.6(c) Personnel Matter – J. Coles

The Board discussed a Personnel Matter.

MOTION: 2023-126 THAT the Board authorize the continuation of the Manager-in-Charge positions through to March 19, 2024, to be re-evaluated in April 2024.

MOVED BY: K. Diorio

SECONDED BY: S. Dimick
MOTION CARRIED.

K. Su & N. Bryans returned to the In-Camera Session at 8:10 pm.

8.7 Return to Open Session

MOTION: 2023-127 THAT the In-Camera Session return to Open Session.
MOVED BY: Councillor J. Lindal
SECONDED BY: L. Littleton
MOTION CARRIED.

The Meeting returned to Open Session at 8:10 pm.

9. **Motion(s) Arising From In-Camera Session**

MOTION: 2023-128 THAT the Board adopt any Motions arising from the In-Camera Session.
MOVED BY: K. Diiorio
SECONDED BY: S. Dimick
MOTION CARRIED.

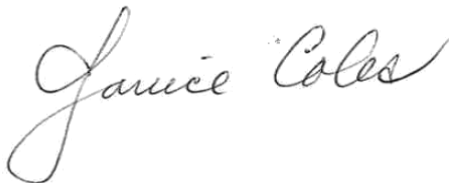
10. **Motion to Adjourn**

MOTION: 2023-129 THAT the Regular Meeting be adjourned.
MOVED BY: M. Brousseau
SECONDED BY: N/A
MOTION CARRIED.

The Regular Meeting adjourned at 8:11 pm.

11. **Next Meeting / Upcoming Events**

- Winter Celebration Dinner – Wednesday, November 15, 2023 at 6:30 pm, Queenston Heights Restaurant, 14184 Niagara River Parkway, Niagara-on-the-Lake, ON, L0S 1J0
- Board Meeting – Thursday, November 16, 2023, at 6:00 pm, Mills Room, Central Library & Microsoft Teams



Chair



Secretary