

ST. CATHARINES PUBLIC LIBRARY BOARD

54 Church Street, St. Catharines, Ontario L2R 7K2
(905) 688-6103 ~ Fax (905) 688-6292

The St. Catharines Public Library Board is committed to providing all the citizens of St. Catharines with the highest level of library services, materials, and facilities within the resources available to meet their informational, educational, and recreational needs.

MINUTES OF THE REGULAR MEETING

Thursday, February 21, 2019
Board Room

<u>Present:</u>	A. Carruthers A. Cook (by phone) J. Cotton L. McDonald (Chair)	A. Rosts S. Tromanhauser (Vice-Chair) Councillor B. Williamson
<u>Regrets:</u>	L. Bramble	Councillor L. Littleton
<u>Staff:</u>	D. Andrusko D. Bott N. Bryans (Recording Secretary)	R. Di Marcantonio K. Smith Curtis K. Su (Secretary)

The Regular Meeting of the St. Catharines Public Library Board was held on Thursday, February 21, 2019 at the Central Library. The Chair called the meeting to order at 6:00 pm.

1. Adoption of Agenda

1.1 Additions/Deletions to the Agenda

Add Item 6.6 Accessibility at Port Dalhousie Branch – Councillor B. Williamson

1.2 Adoption of the Agenda

MOTION: 2019-14 THAT the Library Board adopt the Agenda as amended.

MOVED BY: A. Rosts

SECONDED BY: S. Tromanhauser

MOTION CARRIED.

2. Chair's Remarks

L. McDonald reported the following:

1. He attended the OAL Super Conference January 30-February 2, 2019 and found it to be a most useful conference. Several sessions dealt with the problems with mentally ill and homeless persons. Two of the books discussed are available in our collection. Some interesting initiatives are being tried in various urban libraries and were discussed with the CEO.
2. He attended a session by Robin Doolittle who described her work with the Globe and Mail. Her investigations have resulted in changes in public policy. She emphasized the role of libraries in guarding such work. Libraries encourage critical thinking in an age of "Fake News".

3. He attended a Boot Camp session focused on the Value of Libraries that recommended using Economic Impact Studies for Library Advocacy.
4. He had several meetings with the CEO, attended the State of the City address by the Mayor, and spoke with several Board members in preparation for the Board meeting.

2.1 Introduction of Consent Agenda – L. McDonald/K. Su

The Board received a written report. L. McDonald and K. Su outlined the use of the Consent Agenda and its value. The Board asked for the first Consent Agenda to be dealt with item by item as it was a newly proposed Board procedure.

3. Consent Agenda

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|---|----------------|
| 3.1 Regular Meeting Minutes – January 24, 2019 (attachment) | <i>Approve</i> |
| 3.2 Correspondence (attachment) | <i>Receive</i> |
| 3.3 Chief Executive Officer's Report – K. Su (attachment) | <i>Receive</i> |
| 3.4 Health and Safety Report – K. Smith Curtis (attachment) | <i>Receive</i> |
| 3.5 Branch Reports – January 2019 (attachment) | <i>Receive</i> |
| 3.6 Facilities Report – K. Smith Curtis (attachment) | <i>Receive</i> |
| 3.7 Finance – as at January 31, 2019 (attachments) | <i>Approve</i> |
| 3.7(a) Schedule of Accounts – Report 1 | |
| 3.7(b) Statement of Operating Accounts | |
| 3.7(c) Endowment and Trust Fund Statement | |
| 3.7(d) Report on Short-Term Investments | |

MOTION: 2019-15 THAT the Consent Agenda items be approved as circulated.
MOVED BY: Councillor B. Williamson
SECONDED BY: A. Rosts
MOTION CARRIED.

4. Business Arising

4.1 Workplace Cell Phones Policy – K. Smith Curtis

The Board received a written report and draft policy. Discussion ensued.

MOTION: 2019-16 THAT the Board approve the Workplace Cell Phones Policy.
MOVED BY: S. Tromanhauser
SECONDED BY: J. Cotton
MOTION CARRIED.

5. Reports

5.1 St. Catharines City Council

Councillor B. Williamson reported on the Province's initiated efficiency proposal for the Region. He outlined that work is progressing on the Port Dalhousie piers. He has sent a message to the City about the need to repair the ramp at the Port Dalhousie Branch.

5.2 SOLS

No report.

6. New Business

6.1 Strategic Plan Proposal – K. Su

The Board received a written report. Discussion ensued.

MOTION: 2019-17 THAT the Board defer this decision for the new Board's review.
MOVED BY: A. Carruthers
SECONDED BY: S. Tromanhauser
MOTION CARRIED.

6.2 Volunteer Appreciation – K. Su

The Board received a written report. Discussion ensued. The Board directed staff to develop a Volunteer Appreciation event.

6.3 Christmas Party / Staff appreciation – K. Su

The Board received a written report. Discussion ensued. The Board directed staff to develop plans for discussion and to draft a revised Employee Recognition Policy.

6.4 Business for Next Meeting

None

6.5 Informational Materials

Informational materials were included in the Board package.

7. In-Camera Business

7.1 Motion to Move In-Camera

MOTION: 2019-18 THAT the meeting move In-Camera.
MOVED BY: A. Carruthers
SECONDED BY: S. Tromanhauser
MOTION CARRIED.
The meeting moved In-Camera at 7:45 pm.

7.2 Adoption of In-Camera Agenda

7.2(a) Additions/Deletions to In-Camera Agenda

None

7.2(b) Adoption of In-Camera Agenda

MOTION: 2019-19 THAT the In-Camera Agenda be adopted.
MOVED BY: A. Rosts
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

7.3 In-Camera Minutes

7.3(a) In-Camera Meeting, January 24, 2019

MOTION: 2019-20 THAT the Minutes of the In-Camera Meeting of January 24, 2019 be approved, a copy having been received by each Trustee.
MOVED BY: A. Carruthers
SECONDED BY: A. Rosts
MOTION CARRIED.

7.4 Business Arising

7.4(a) Settlement Conference Update – K. Smith Curtis
K. Smith Curtis reviewed her written report.

7.5 Correspondence

The Board received the In-Camera correspondence as of February 15, 2019. Two additional letters were distributed at the Board meeting.

7.6 New Business

7.6(a) Request for Reinstatement – K. Smith Curtis

K. Smith Curtis updated the Board about patron requests for reinstatement.

MOTION: 2019-21 THAT staff send a letter to the patron informing them that their Library privileges have been reinstated and the conditions of the reinstatement.

MOVED BY: Councillor B. Williamson

SECONDED BY: S. Tromanhauser

MOTION CARRIED.

Staff recommended that one patron's reinstatement be rescinded.

MOTION: 2019-22 THAT the Board rescind a previous reinstatement.

MOVED BY: S. Tromanhauser

SECONDED BY: J. Cotton

MOTION CARRIED.

This patron's Trespass Notice remains in effect.

7.7 Return to Open Session

MOTION: 2019-23 THAT the meeting return to Open Session.

MOVED BY: A. Rosts

SECONDED BY: A. Carruthers

MOTION CARRIED.

The meeting returned to Open Session at 8:15 pm.

8. Business Arising from In-Camera Session

None

9. Motion to Adjourn

MOTION: 2019-24 THAT the meeting be adjourned.

MOVED BY: A. Rosts

SECONDED BY: A. Carruthers

MOTION CARRIED.

The meeting adjourned at 8:15 pm.

10. Date and Time of Next Meeting

Thursday, March 21, 2019 at 6:00 pm, in the Board Room



Chair



Secretary