

ST. CATHARINES PUBLIC LIBRARY BOARD

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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, April 25, 2019

Board Room

<u>Present:</u>	H. Findlay Councillor L. Littleton L. McDonald (Chair) F. Sheikh	K. Tribble S. Tromanhauser (Vice-Chair) R. Unrau Councillor B. Williamson
<u>Regrets:</u>	V. De Luca	
<u>Staff:</u>	D. Andrusko D. Bott N. Bryans (Recording Secretary) A. McKenzie	K. Smith Curtis J. Spera K. Su (Secretary)

The Regular Meeting of the St. Catharines Public Library Board was held on Thursday, April 25, 2019 at the Central Library. The Chair called the Regular Meeting to order at 7:23 pm.

1. Adoption of Agenda

1.1 Additions/Deletions to the Agenda

Add Item 6.6 SOLS Budget Reduction – K. Su (verbal)

1.2 Adoption of the Agenda

MOTION: 2019-35 THAT the Library Board adopt the Agenda as amended.

MOVED BY: R. Unrau

SECONDED BY: S. Tromanhauser

MOTION CARRIED.

Presentation of the Draft Audited Financial Statements:

Scott Plugers, CPA, CA, Senior Manager, Audit with KPMG LLP discussed the year-end audit, presented the Draft Financial Statements and responded to the Board's questions.

MOTION: 2019-36 THAT the Board approve the audited financial statements for the St. Catharines Public Library Board for the year ending December 3, 2018.

MOVED BY: Councillor L. Littleton

SECONDED BY: F. Sheikh

MOTION CARRIED.

2. Chair's Remarks

L. McDonald reported that he attended the State of the Region and a variety of meetings. He plans to attend the Library Board Training Sessions on Saturday, April 27, 2019.

3. Consent Agenda (attachments)

- | | | |
|-----|--|----------------|
| 3.1 | Regular Meeting Minutes – March 21, 2019 | <i>Approve</i> |
| 3.2 | Correspondence | <i>Receive</i> |
| 3.3 | Chief Executive Officer's Report – K. Su | <i>Receive</i> |
| 3.4 | Health and Safety Report – K. Smith Curtis | <i>Receive</i> |
| 3.5 | Branch Reports – March 2019 | <i>Receive</i> |
| 3.6 | Facilities Report – K. Smith Curtis | <i>Receive</i> |
| 3.7 | Finance – as at March 31, 2019 | <i>Approve</i> |
| | 3.7(a) Schedule of Accounts – Report 3 | |
| | 3.7(b) Statement of Operating Accounts | |
| | 3.7(c) Endowment and Trust Fund Statement | |
| | 3.7(d) Report on Short-Term Investments | |

MOTION: 2019-36 THAT the Consent Agenda items be approved as circulated.
MOVED BY: S. Tromanhauser
SECONDED BY: Councillor L. Littleton
MOTION CARRIED.

4. Business Arising

- 4.1 Employee and Trustee Recognition Policy – K. Su
The Board received a written report and draft policy. Discussion ensued.

MOTION: 2019-37 THAT the Board approve the Employee and Trustee
Recognition Policy.
MOVED BY: S. Tromanhauser
SECONDED BY: K. Tribble
MOTION CARRIED.

- 4.2 Library Board Training Sessions – K. Su
K. Su reported on the Board Training Sessions being organized by Niagara Area Libraries to be held at West Lincoln Public Library – Smithville Branch on April 27, 2019. Board members were encouraged to attend.

- 4.3 Niagara Libraries – Provincial Governance Review – K. Smith Curtis
K. Smith Curtis reported on two meetings held with CEO's and Board Chairs of Public Libraries in the Niagara Region about the Provincial Government Review. The Chair requested that her meeting notes be shared with the Board at the next meeting.

5. Reports

- 5.1 St. Catharines City Council
Councillor B. Williamson reported on Council's appointment of the new Library Board, the plans for a more comprehensive Tree By-Law, the Ontario Government's Governance Review, and the Senior's Centre in Port Dalhousie.

- 5.2 SOLS
No report.

6. New Business

- 6.1 March Break Programs – A. McKenzie
The Board received a written report.

6.2 Strategic Plan Proposal – K. Su

The Board received a written report. Discussion ensued.

MOTION: 2019-38 THAT the Library Board approve the use of Reserves Funds, (as per the report) to hire an advisor to develop a new Strategic Plan for the Library.

Moved BY: S. Tromanhauser

SECONDED BY: R. Unrau

MOTION CARRIED.

6.3 Homelessness Training Sessions – K. Su

K. Su reported that Homelessness Training Sessions are available to staff online and an in-person workshop is planned for Monday, May 27, 2019 from 9:00 am to 1:00 pm.

6.4 Business for Next Meeting

6.4(a) Ratification of 2019 Operating Budget – K. Smith Curtis

6.4(b) Reserves, Endowment & Trust Funds, and Donations – K. Smith Curtis

6.5 Informational Materials

Informational materials were included in the Board package.

6.6 SOLS Budget Reduction – K. Su

K. Su reported on the effects of the SOLS Budget Reduction. Discussion ensued. The Board directed staff to send a letter to the Ministry of Tourism, Culture and Sport.

MOTION: 2019-39 THAT the St. Catharines Public Library Board strongly opposes the 50% reduction to the funding to SOLS due to the negative impact to our patrons and we request the immediate reinstatement of their funding.

Moved BY: Councillor L. Littleton

SECONDED BY: S. Tromanhauser

MOTION CARRIED.

7. In-Camera Business

7.1 Motion to Move In-Camera

MOTION: 2019-40 THAT the meeting move In-Camera.

Moved BY: S. Tromanhauser

SECONDED BY: R. Unrau

MOTION CARRIED.

The meeting moved In-Camera at 9:04 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: 2019-41 THAT the In-Camera Agenda be adopted.

Moved BY: Councillor L. Littleton

SECONDED BY: K. Tribble

MOTION CARRIED.

7.3 In-Camera Minutes

7.3(a) In-Camera Meeting, March 21, 2019

MOTION: 2019-42 THAT the Minutes of the In-Camera Meeting of March 21, 2019 be approved, a copy having been received by each Trustee.
MOVED BY: S. Tromanhauser
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

7.4 Business Arising
None

7.5 Correspondence
The Board received the In-Camera correspondence as of April 17, 2019.

7.6 New Business
7.6(a) Request for Reinstatement – K. Smith Curtis
K. Smith Curtis updated the Board about 2 patrons' requests for reinstatement.

MOTION: 2019-43 THAT the patrons be notified that they are not reinstated at this time. Patrons may re-apply to the Library Board.
MOVED BY: Councillor B. Williamson
SECONDED BY: K. Tribble
MOTION CARRIED.

7.7 Return to Open Session


MOTION: 2019-44 THAT the meeting return to Open Session.
MOVED BY: R. Unrau
SECONDED BY: S. Tromanhauser
MOTION CARRIED.
The meeting returned to Open Session at 9:12 pm.

8. Business Arising from In-Camera Session
None

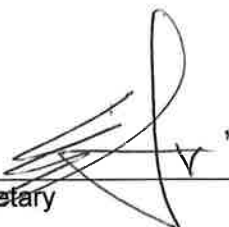
9. Motion to Adjourn

MOTION: 2019-45 THAT the meeting be adjourned.
MOVED BY: R. Unrau
SECONDED BY: Councillor L. Littleton
MOTION CARRIED.
The meeting adjourned at 9:12 pm.

10. Date and Time of Next Meeting
Thursday, May 16, 2019 at 6:00 pm, in the Board Room



Chair



Secretary