

# 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 provides spaces, resources, and experiences for all citizens to learn, grow and connect.*

## MINUTES OF THE REGULAR MEETING

Wednesday, July 15, 2020, 12:00 pm  
Microsoft Teams

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

The Regular Meeting of the St. Catharines Public Library Board was held on Wednesday, July 15, 2020 on Microsoft Teams; the Chair called the Meeting to order at 12:05 pm.

### 1. Adoption of Agenda

#### 1.1 Additions/Deletions to Agenda

The Chair recommended deleting the following Agenda Items:

- 5.1 Annual Report – K. Su
- 6.1 St. Catharines City Council
- 6.2 SOLS – K. Tribble
- 6.3 Response to COVID-19 Pandemic – July Update – K. Su

#### 1.2 Adoption of Agenda

**MOTION: 2020-59** THAT the Agenda be adopted as amended.  
**MOVED BY:** Councillor L. Littleton  
**SECONDED BY:** L. McDonald  
**MOTION CARRIED.**

### 2. Chair's Remarks

The Chair thanked all Board members for responding to her call for this summer meeting. She outlined her revised procedure for calling the vote while on Teams; for routine motions rather than going through a roll call, she will pose the question and leave a 5 second delay for objections, if there are none, then the motion will be deemed carried.

3. **Declarations of Interest**

There were no declarations of interest.

4. **Adoption of Minutes**

None

5. **Consent Reports**

None

6. **Discussion Reports**

6.1 **St. Catharines City Council**

None

6.2 **SOLS – K. Tribble**

None

6.3 **Response to COVID-19 Pandemic – July Update** – K. Su

None

6.4 **Mandatory Masks and Face Covering Policy** – K. Su

K. Su reported that City Council passed a By-Law on Monday, July 13, 2020 to mandate the wearing of masks. The Library is a public space and it inhabits several buildings owned by the City, so it was necessary to implement a Library Policy to follow the By-Law. He outlined the background to the Policy and the list of exemptions. Discussion ensued. In response to Board questions, the CEO outlined the Library's proposed procedures for implementing the policy.

The Board suggested the following wording amendments to the policy:

- Change the next review date from "August 2020" to "TBD",
- Change the policy statement from "enforce" to "support" the City By-Law,
- Correct the last exemptions bullet point; after SCPL should add the word "who".

**MOTION: 2020-60** THAT the Board approve the Mandatory Masks and Face Covering Policy as amended.

**MOVED BY:** S. Tromanhauser

**SECONDED BY:** L. McDonald

**MOTION CARRIED.**

7. **In-Camera Session**

7.1 **Motion to Move In-Camera**

**MOTION: 2020-61** THAT the Meeting move In-Camera.

**MOVED BY:** L. McDonald

**SECONDED BY:** Councillor L. Littleton

**MOTION CARRIED.**

The Regular Meeting moved In-Camera at 12:30 pm

7.2 **Adoption of In-Camera Agenda (attachment)**

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

The Chair recommended deleting the following In-Camera Agenda Item:

7.4(a) Staffing Update – K. Su

7.2(b) Adoption of In-Camera Agenda

**MOTION: 2020-62** THAT the In-Camera Agenda be adopted as amended.  
**MOVED BY:** Councillor L. Littleton  
**SECONDED BY:** F. Sheikh  
**MOTION CARRIED.**

7.3 Adoption of In-Camera Minutes  
None

7.4 In-Camera Consent Reports  
None

7.5 In-Camera Discussion Reports  
7.5(a) Exempt Staff Vacation Time – K. Su  
The Board discussed the CEO's written report.

7.6 Return to Open Session

**MOTION: 2020-63** THAT the In-Camera Session return to Open Session.  
**MOVED BY:** L. McDonald  
**SECONDED BY:** Councillor L. Littleton  
**MOTION CARRIED.**  
The In-Camera Session returned to Open Session at 12:37 pm

8. Motion(s) Arising From In-Camera Session  
None

9. Motion to Adjourn

**MOTION: 2020-64** THAT the Regular Meeting be adjourned.  
**MOVED BY:** Councillor L. Littleton  
**SECONDED BY:** Councillor B. Williamson  
**MOTION CARRIED.**  
The Regular Meeting adjourned at 12:37 pm.

10. Next Meeting / Upcoming Events

Board Meeting – Thursday, September 17, 2020, 12:00 pm, Microsoft Teams



---

Chair



---

Secretary