

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
January 18, 2017
Victoria Avenue Library Board Room

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

REGRETS: B. Peters (Vice-Chair),

ABSENT:

STAFF: A. Subnaik Kilgour, K. Goodman

1) CALL TO ORDER:

Meeting called to order at 4:45 p.m.

2) APPROVAL OF AGENDA

MOTION: 2017-01 To approve the agenda of Jan 18, 2017

MOVED BY: J. Anstruther

SECONDED BY: J. Stamp

MOTION CARRIED

DISCLOSURE OF INTEREST

None

3) APPROVAL OF MINUTES

MOTION: 2017-02 To accept the minutes of the regular meeting of Dec 21, 2016.

MOVED BY: C. Ioannoni

SECONDED BY: K. Letourneau

MOTION CARRIED

4) BUSINESS ARISING:

None

5) CORRESPONDENCE

None

6) FINANCE COMMITTEE:

a) The Library cheque registers were read into the minutes

December 16-31, 2016 \$23,064.36

January 1-11, 2017 \$100.00

MOTION: 2017-03 To accept the cheque registers of Dec 16-31, 2016 and Jan 1-11, 2017

MOVED BY: F. Franze

SECONDED BY: K. Letourneau

MOTION CARRIED

b) Operating Budget - actuals as at December 31, 2016

MOTION: 2017-04 To accept the financial report of December 31, 2016

MOVED BY: F. Franze

SECONDED BY: J. Anstruther

MOTION CARRIED

7) CEO Report:

A. Subnaik Kilgour

- Donation received in Dec 2016, would like to be used towards marketing and advocacy to honour the Donor's wishes
- 2016 audit will begin in March 2017, invoices for 2016 are still being processed
- Public Library Operating Grant EFT has been received. The Ministry reported 80% of PLOG applications have been processed.

8) NEW BUSINESS:

1) A \$5000 donation for Programs and Services was received in Dec 2016. To honour the Donor's wishes it is recommended that we transfer this bequest to be used for marketing and advocacy in the 2017 year.

MOTION: 2017-05 I recommend that the Library Board request a transfer of the \$5000.00 donation, so that it can be used for its specific purpose in 2017.

MOVED BY: C. Ioannoni

SECONDED BY: J. Stamp

MOTION CARRIED

2) The proposed 2017 Capital budget was presented. It was noted that in the future, surplus funds will need to be transferred to Property Reserves in order to fund repairs and maintenance due to ageing infrastructure.

MOTION: 2017-07 To adopt [the] 2017 capital budget.

MOVED BY: C. Ioannoni

SECONDED BY: J. Anstruther

MOTION CARRIED

10) OTHER BUSINESS:

The 2017 Holiday Closures and Holiday Policy were reviewed with special attention to Remembrance Day and Staff Development Day.

MOTION: 2017-06 To amend the Holiday Policy, removing Remembrance Day and the additional paragraph regarding lieu days. Professional Development will be built into work days as need is identified.

MOVED BY: C. Ioannoni

SECONDED BY: A. Andres-Jones

MOTION CARRIED

The Niagara Falls Public Library Board went “in camera” at 5:45 pm to discuss a personal matter about an identifiable individual, including municipal or local board employees.

The “in camera” session was completed at 6:00 pm and was followed by the following motion

MOTION: 2017-08 The Board is pleased with the six month progress and continues to support her [Alicia Subnaik Kilgour] in her position [as CEO/Chief Librarian]

MOVED BY: J. Anstruther

SECONDED BY: C. Ioannoni

MOTION CARRIED

11) ADJOURNMENT:

Meeting adjourned at 6:00 p.m.

NEXT MEETING
4:45pm
at Victoria Avenue Library

February 15, 2017

March 15, 2017

April 19, 2017

May 17, 2017

June 21, 2017