

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
January 17, 2018
Victoria Avenue Library Board Room

PRESENT: B. Ness (Chair), A. Andres-Jones (Vice-Chair), K. Dockstader, F. Franze,
K. Letourneau, J. Stamp

REGRETS: C. Ioannoni (Councillor), J. Anstruther, E. Sheridan

STAFF: A. Subnaik Kilgour, K. Goodman

1) **CALL TO ORDER:**

Meeting called to order at 4:48 pm

2) Addition to the agenda: Other Business - 7.3 SOLS Regional Meeting

APPROVAL OF AGENDA

MOTION: 2018-01 To approve the agenda of January 17, 2018 as amended

MOVED BY: A. Andres-Jones

SECONDED BY: K. Dockstader

MOTION CARRIED

DISCLOSURE OF CONFLICT OF INTEREST

None

3) **APPROVAL OF MINUTES**

MOTION: 2018-02 To accept the minutes of the regular meeting of December 13, 2017

MOVED BY: F. Franze

SECONDED BY: J. Stamp

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

None

4) **CORRESPONDENCE**

Customer feedback re: ILS migration

“Library Day” at Queen’s Park, FOPL

Employment Standards in Ontario poster, Ministry of Labour

Article - *A plan for fair workplaces and better jobs* (Bill 148)

At the request of OLA & FOPL, A. Subnaik Kilgour along with two other Library CEO’s from the Niagara Region, will be approaching our MPP regarding the strategy put forth during “Library Day” at Queen’s Park.

5) **FINANCE COMMITTEE**

- a) The Library cheque register was read into the minutes
December 1-31, 2017 \$61,331.17

MOTION: 2018-03 To accept the cheque register of December 1-31, 2017

MOVED BY: K. Letourneau

SECONDED BY: A. Andres-Jones

MOTION CARRIED

- b) Operating Budget – actuals as at December 31, 2017

MOTION: 2018-04 To accept the financial report of December 31, 2017

MOVED BY: K. Dockstader

SECONDED BY: A. Andres-Jones

MOTION CARRIED

Update: As requested, \$636,829 of the Operating Surplus has been transferred to the Property Reserve as per **Motion 2017 - 56 Keep \$160,000 in the surplus and move the remaining amount to the Property Reserve**, made at the October 18, 2017 regular meeting

6) **CEO REPORT:**

A. Subnaik Kilgour

- ILS migration went smoothly, tech support from Equinox has been timely and efficient
- 2018 priority 1 capital items have been approved, the 2018 operating budget has not yet been passed
- The Library acted as a warming centre during the recent cold snap. Staff worked diligently to connect members of the Homeless community to needed services.
- Two staff members resuscitated a man who overdosed at the Victoria Ave Library during the first week of January. Staff performed CPR and called 911. EMS came quickly.
- Information was relayed from our insurance provider regarding the use of Naloxone spray

7) **OTHER BUSINESS:**

- Board Boot Camp will be taking place Saturday, February 3, 2018 at the OLA Super Conference in Toronto. Board members are welcome to attend if they wish.
- SOLS regional meeting will be held Saturday, April 14, 2018 at the Niagara-on-the-Lake Library.
- A. Subnaik Kilgour will be unable to attend the March Board Meeting as scheduled as she will be at the PLA Conference in Philadelphia

MOTION: 2018-05 March Board meeting be moved to March 28 at regular time

MOVED BY: A. Andres-Jones

SECONDED BY: K. Dockstader

MOTION CARRIED

8) **ADJOURNMENT:**

Meeting adjourned at 5:52 pm

NEXT MEETING

4:45PM

at Victoria Avenue Library

February 21, 2018

March 28, 2018

April 18, 2018

May 16, 2018

June 20, 2018