

**NIAGARA FALLS PUBLIC LIBRARY BOARD**  
**MINUTES OF THE REGULAR MEETING**  
October 10, 2018  
Victoria Avenue Library Board Room

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

**REGRETS:** C. Ioannoni (Councillor), J. Stamp, K. Tsiantoulas

**STAFF:** A. Subnaik Kilgour, K. Goodman

**GUEST:** Christine Morrow, **Crawford, Smith and Swallow Chartered Accountants LLP**

**1) CALL TO ORDER:**

Meeting called to order at 4:47 pm

**2) APPROVAL OF AGENDA**

**MOTION: 2018-54** To approve the agenda of October 10, 2018

**MOVED BY:** K. Dockstader

**SECONDED BY:** J. Anstruther

**MOTION CARRIED**

**DISCLOSURE OF CONFLICT OF INTEREST**

None

**3) AUDITORS REPORT**

The 2017 year end auditor's report and financial statements were presented by Christie Morrow from **Crawford, Smith and Swallow Chartered Accountants LLP**

**MOTION: 2017-55** To approve the 2017 audited financial statements as presented at the October 10<sup>th</sup>, 2018 meeting.

**MOVED BY:** F. Franze

**SECONDED BY:** K. Letourneau

**MOTION CARRIED**

The Niagara Falls Public Library Board went "in camera" at 5:30 pm to discuss a personal matter about an identifiable individual, including municipal or local board employees.

The "in camera" session was completed at 6:30 pm

**4) APPROVAL OF MINUTES**

**MOTION: 2018-56** To accept the minutes of the regular meeting of September 19, 2018

**MOVED BY:** K. Letourneau

**SECONDED BY:** F. Franze

**MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

None

**5) CORRESPONDENCE**

Thank you to staff at MacBain Community Centre

Thank you from Niagara-on-the-Lake Public Library

Article: Teen Lunch Bunch: Building trust and community at the Niagara Falls Public Library *Open Shelf*

Article: Niagara Falls Library needs votes to support Peace Garden proposal *Niagara This Week*

Article: Niagara Falls Library: Going beyond the books *Niagara Falls Review*

Article: From Trauma to Beauty' continues Indigenous concert series at Niagara Falls library *Niagara This Week*

Article: Niagara Music Awards are redemption for singer Ryan Lunn *Niagara Falls Review*

Article: Reciprocal library agreement ramps up convenience of borrowing *Niagara This Week*

Letter – N.Armitage

**6) FINANCE COMMITTEE**

a) The Library cheque registers were read into the minutes

September 1-15, 2018	\$26,531.57
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September 16-30, 2018	\$39,961.51
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**MOTION: 2018-57** To accept the cheque registers of September 1-15 & September 16-30, 2018

**MOVED BY:** J. Anstruther

**SECONDED BY:** A. Andres-Jones

**MOTION CARRIED**

b) Operating Budget – actuals as at September 30, 2018

**MOTION: 2018-58** To accept the financial reports of September 30, 2018

**MOVED BY:** A. Andres-Jones

**SECONDED BY:** K. Letourneau

**MOTION CARRIED**

**7) CEO REPORT:**

A. Subnaik Kilgour

- Attended the Community-Led Think Tank on Oct 1<sup>st</sup>, as the Co-chair coordinated the Social Services Panel.

- Resigned from Ontario Library Association Committee, to open up a space for a new member.
- Attended Open+ Initiative event at the Hamilton Public Library, the first Library in Canada to utilize this in order to extend access.
- HR Coordinator will start on October 25<sup>th</sup>, 2018. Support from City HR was greatly appreciated during this process.
- PLOG application will be submitted once Financials Statements have been approved.
- Now that the audit is completed our Charitable Tax Return will be filed.
- Reciprocal Borrowing launch on Sept 26<sup>th</sup> went very well, most Regional Library CEO's were in attendance.
- Currently waiting for Letter of Intent from Realtor for potential new Stamford location. A Property Committee meeting will be held in the upcoming weeks to discuss further.

**8) NEW BUSINESS**

The 2019 forecast operating budget was brought forward for approval

**MOTION: 2018-59** To accept the 2019 forecast operating budget as presented at the October 10<sup>th</sup>, 2018 meeting

**MOVED BY:** A. Andres-Jones

**SECONDED BY:** F. Franze

**MOTION CARRIED**

**9) OTHER BUSINESS:**

The revised 2017 Annual Report was included for the Board's review

**10) ADJOURNMENT:**

Meeting adjourned at 7:02 pm

NEXT MEETING  
4:45PM  
at Victoria Avenue Library

November 21, 2018  
December 19, 2018