

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
November 21, 2018
Victoria Avenue Library Board Room

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

ABSENT: C. Ioannoni (Councillor)

STAFF: A. Subnaik Kilgour, K. Goodman

1) CALL TO ORDER:

Meeting called to order at 4:47 pm

2) APPROVAL OF AGENDA

MOTION: 2018-60 To approve the agenda of November 21, 2018

MOVED BY: J. Anstruther

SECONDED BY: A. Andres-Jones

MOTION CARRIED

DISCLOSURE OF CONFLICT OF INTEREST

None

3) APPROVAL OF MINUTES

MOTION: 2018-61 To accept the minutes of the regular meeting of October 10, 2018

MOVED BY: A. Andres-Jones

SECONDED BY: K. Letourneau

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

None

4) CORRESPONDENCE

Pelham CEO Resignation

Reply to N.Armitage

Opioid Information Brief, Ontario Library Association

Article: *Ford government freezing \$14 minimum wage as part of labour reform rollbacks* CBC News

Article: *Increased police presence needed in downtown St. Catharines* The Welland Tribune

Article: *Simply put, libraries are incredible* National Post

Article: *Unions fighting potential changes to municipal pension plan* CBC News

K. Tsiantoulas arrived 4:50 pm

5) FINANCE COMMITTEE

a) The Library cheque registers were read into the minutes

October 1-15, 2018	\$32,425.59
October 16-30, 2018	\$104,973.87

MOTION: 2018-62 To accept the cheque registers of October 1-15 & October 16-30, 2018
MOVED BY: F. Franze
SECONDED BY: J. Anstruther
MOTION CARRIED

b) Operating Budget – actuals as at October 31, 2018

MOTION: 2018-63 To accept the financial reports of October 31, 2018
MOVED BY: K. Letourneau
SECONDED BY: A. Andres-Jones
MOTION CARRIED

J. Stamp arrived 5:00 pm

The NFPL Board photo was taken

6) CEO REPORT:

A. Subnaik Kilgour

- Phase 2 of operating hours will begin in January 2019
- HR Coordinator position is still vacant, recruitment will soon begin on a few other staff vacancies, managers and administration will work together on these recruitments
- Public Library Operating Grant application was submitted on time
- Charitable Tax Return was filed and couriered to CRA
- Next year's Annual Survey is due on May 31, 2019 as opposed to its usual summer deadline
- As per Ministry instruction, any Academic ILLO fees will now be the libraries responsibility

K. Tsiantoulas departed 5:30 pm

7) NEW BUSINESS

The 2019 capital budget was brought forward for approval

Suggestion for an acquisition of property for Stamford to be added as a 10-year need

MOTION: 2018-64 Capital budget report as amended
MOVED BY: J. Anstruther
SECONDED BY: A. Andres-Jones
MOTION CARRIED

MOTION: 2018-65 To move into camera
MOVED BY: A. Andres-Jones
SECONDED BY: K. Letourneau
MOTION CARRIED

The Niagara Falls Public Library Board went “in camera” at 5:45 pm to discuss a pending acquisition of property for local board purposes.

K. Dockstader arrived 5:59 pm

MOTION: 2018-68 Move out of closed session
MOVED BY: A. Andres-Jones
SECONDED BY: K. Letourneau
MOTION CARRIED

The “in camera” session was completed at 6:45 pm

8) OTHER BUSINESS:

The 2019 Holiday Closures were brought forward for approval

MOTION: 2018-69 Accept the 2019 Calendar Holiday closings as presented
MOVED BY: A. Andres-Jones
SECONDED BY: K. Dockstader
MOTION CARRIED

A motion was made regarding the CEO’s performance evaluation that was completed at the October 10, 2018 regular meeting

MOTION: 2018-70 With the successful completion of A. Subnaik Kilgour’s performance evaluation we move that the next step in her paygrade be retroactive to 2 years from her start date
MOVED BY: A. Andres-Jones
SECONDED BY: J. Anstruther
MOTION CARRIED

9) ADJOURNMENT:

Meeting adjourned at 7:14 pm

NEXT MEETING
4:45PM
at Victoria Avenue Library

November 21, 2018
December 19, 2018