

**NIAGARA FALLS PUBLIC LIBRARY BOARD**  
**MINUTES OF THE REGULAR MEETING**  
December 19, 2019  
Victoria Avenue Library Board Room

**PRESENT:** A. Andres-Jones (Chair), J. Anstruther (Vice-Chair), K. Letourneau, T. Tredwell, K. Tsiantoulas  
**REGRETS:** B. Ness, L. Ravesi  
**ABSENT:** C. Ioannoni (Councillor)  
**STAFF:** A. Subnaik Kilgour, K. Rimnyak  
**GUEST:** R. Roselli, Colliers International Niagara Ltd.

**CALL TO ORDER:**

Meeting called to order at 4:45 pm

**THE ACKNOWLEDGEMENT STATEMENT WAS READ INTO THE MINUTES**

*The Chonnonton people have called these lands where we are gathering home for thousands of years and more recently, the Anishnaabe and the Haudenosaunee have been sharing the land as One Dish, One Spoon Treaty territory. We would like to acknowledge the enduring resilience of the First Nations, Metis and Inuit people who call this territory home.*

**1) APPROVAL OF AGENDA**

Amendment to agenda: Agenda Item 9 *Property Committee Update* moved to after Item 1 *Approval of Agenda*

**MOTION: 2019-89** To approve the agenda of December 19, 2019 as amended  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

**2) PROPERTY ITEMS**

**MOTION: 2019-90** To move into Committee-of-the-Whole  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** K. Tsiantoulas  
**MOTION CARRIED**

The Niagara Falls Public Library Board went “in camera” at 4:45 pm to discuss a proposed or pending acquisition or disposition of land by the board.

**R. Roselli departed at 5:10 pm**

**MOTION: 2019-91** To rise from Committee-of-the-Whole  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** K. Tsiantoulas  
**MOTION CARRIED**

The “in camera” session was completed at 5:35 pm

**3) DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS**

None

**4) APPROVAL OF MINUTES**

**MOTION: 2019-92** To accept the minutes of November 20, 2019  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

**5) BUSINESS ARISING FROM THE MINUTES**

Alicia explained the amendment to the 2020 Holiday Closures in New Business Item 11.3

**MOTION: 2019-93** To accept the 2020 Holiday Closures as amended  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

**6) CORRESPONDENCE**

Letter from St John Ambulance Saint-Jean

Confirmation of annual information return filing, CRA

Payment notification, Grants Ontario

Staffing announcement, Ministry of Heritage, Sport, Tourism and Culture Industries

**MOTION: 2019-94** To accept the correspondence of December 19, 2019  
**MOVED BY:** K. Tsiantoulas  
**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

**7) BOARD INFORMATION AND EDUCATION**

Ontario passes changes to Public Library Act, Ministry of Heritage, Sport, Tourism and Culture Industries

**8) ARTICLES OF INTEREST**

*Niagara Falls to submit projects for federal-provincial funding | The Niagara Falls Review*  
*KAIROS blanket exercise coming to Niagara Falls public library| Niagara This Week*

**9) FINANCE COMMITTEE**

a) The Library cheque registers were read into the minutes

November 1-15, 2019	\$39,253.72
November 16-30, 2019	\$50,014.74

**MOTION: 2019-95** To accept the cheque registers of November 1-30, 2019  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** J. Anstruther  
**MOTION CARRIED**

b) Operating Financials – actuals as at November 30, 2019

**MOTION: 2019-96** To accept the financial reports of November 30, 2019  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** T. Tredwell  
**MOTION CARRIED**

**10) CEO REPORT**

A. Subnaik Kilgour

- A new Community Services Officer, Scott McGill, has been appointed
- S. Hill has been hired as the Projector Coordinator for the Haudenosaunee Language Program (previously referred to the Indigenous Language Initiative)
- Public Library Operating Grant has been received, funds have been deposited
- Confirmation has been received of the filing of the Library's 2018 Charitable Return
- A listing of capital projects approved by Council for 2020 was provided for the Board's information
- Bill 132 has passed with two amendments to the Public Libraries Act: minimum number of meetings per year has been reduced to 7, permanent Canadian residents may now serve on Public Library Boards
- Staff Holiday Party was well received

**MOTION: 2019-97** To accept the CEO report for December 19, 2019  
**MOVED BY:** K. Tsiantoulas  
**SECONDED BY:** J. Anstruther  
**MOTION CARRIED**

**11) NEW BUSINESS**

1. Vacation Policy

**MOTION: 2019-98** To approve the Vacation Policy as revised on December 19, 2019

**MOVED BY:** K. Letourneau

**SECONDED BY:** T. Tredwell

**MOTION CARRIED**

2. Bereavement Leave Policy

**MOTION: 2019-99** To approve the *Bereavement Leave Policy* as revised on December 19, 2019

**MOVED BY:** J. Anstruther

**SECONDED BY:** K. Tsiantoulas

**MOTION CARRIED**

**12) OTHER BUSINESS**

1. November 2019 Qualitative Statistics were provided for the Board's review
2. November 2019 Quantitative Statistics were provided for the Board's review

**13) ADJOURNMENT**

Meeting adjourned at 6:49 pm

NEXT MEETING

4:30 PM

at Victoria Avenue Library

January 23, 2020

February 19, 2020

March 18, 2020

April 15, 2020

May 20, 2020

June 17, 2020