

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
November 18, 2020
Victoria Avenue Library LaMarsh Room

PRESENT: A. Andres-Jones (Chair), J. Anstruther (Vice-Chair), L. Lococo, K. Letourneau (virtual), B. Ness, D. Parakh, T. Tredwell (virtual), K. Tsiantoulas (virtual)

STAFF: A. Subnaik Kilgour, K. Rimnyak

CALL TO ORDER:

Meeting called to order at 4:41 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

MOTION: 2020-71 To approve the agenda of November 18, 2020

MOVED BY: B. Ness

SECONDED BY: J. Anstruther

MOTION CARRIED

2) WELCOME AND INTRODUCTION OF NEW BOARD MEMBER, DINESH S. PARAKH

3) DISCLOSURE OF PECUNIARY AND CONFLICT OF INTERESTS

None

4) APPROVAL OF MINUTES

MOTION: 2020-72 To accept the minutes of October 21, 2020

MOVED BY: B. Ness

SECONDED BY: J. Anstruther

MOTION CARRIED

MOTION: 2020-73 To accept the Committee-of-the-Whole minutes of October 21, 2020

MOVED BY: K. Letourneau

SECONDED BY: K. Tsiantoulas

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

None

5) CORRESPONDENCE

Message from FOPL Chair, Julia Merritt
Appointment of Board Member, Dinesh S. Parakh
Diversity and Inclusion Advisory Committee and Anti-Racism Committee, City of Niagara Falls

MOTION: 2020-74 To accept the correspondence of November 18, 2020

MOVED BY: D. Parakh

SECONDED BY: J. Anstruther

MOTION CARRIED

6) BOARD INFORMATION AND EDUCATION

Ontario Library Service: Focus Group
SOLS/OLS-North Client Input Survey Results

7) ARTICLES OF INTEREST

Niagara Falls Public Library

New and improved Stamford Centre library coming soon | The Niagara Falls Review

Other

90 more shelter spaces to be added for winter months to address homelessness in Niagara | The St. Catharines Standard

Library to explore possibility of other locations for Merritton branch | The St. Catharines Standard

Long overdue: Why more Ontario libraries are going fine-free | tvo.org

Scugog library closes the book on late fees | Durham Region

London Public Library scraps late-return fines, seeks 'barrier-free' system | The London Free Press

8) FINANCE COMMITTEE

| | | |
|----|---|-------------|
| a) | The Library cheque registers were read into the minutes | |
| | October 1-31, 2020 | \$38,409.58 |

MOTION: 2020-75 To accept the cheque registers of October 1- 31, 2020

MOVED BY: L. Lococo

SECONDED BY: B. Ness

MOTION CARRIED

b) Monthly revenue report was provided for October 2020

c) Operating Budget – actuals as at October 31, 2020

d) Forecast 2020 Year-end

MOTION: 2020-76 To accept the financial reports of October 31, 2020
MOVED BY: K. Letourneau
SECONDED BY: K. Tsiantoulas
MOTION CARRIED

e) The Forecast 2021 Operating Budget was presented to the Board for their review and approval

MOTION: 2020-77 To approve the 2021 Operating Budget as presented at the November 18, 2020 meeting.
MOVED BY: K. Letourneau
SECONDED BY: B. Ness
MOTION CARRIED

9) COMMITTEE-OF-THE-WHOLE SESSION

MOTION: 2020-78 To move into Committee-of-the-Whole
MOVED BY: T. Tredwell
SECONDED BY: D. Parakh
MOTION CARRIED

The Niagara Falls Public Library Board went “in camera” at 5:49 pm in order to address matters pertaining to:
Labour relations or employee negotiations

MOTION: 2020-79 To rise from Committee-of-the-Whole
MOVED BY: B. Ness
SECONDED BY: D. Parakh
MOTION CARRIED

The “in camera” session was completed at 6:24 pm

10) PROPERTY COMMITTEE UPDATE

J. Anstruther provided an update to the Board on the progress at the Stamford Library

- The landlord has not yet started their work at the end near our current space.
- They have asked us to reduce our space slightly due to the positioning of the HVAC for unit 10A/10B. We have agreed to this reduction (approx. 300 sq. ft.).
- Our original design will now need to change slightly.
- We are currently still paying rent on the unit we have vacated – Unit 14. We have reached out to the broker to find an agreement on the vacate date so we can start paying rent on the space we are still using only.
- A. Subnaik Kilgour recommends the Board move forward with a tendering process for the Library. City staff have offered to assist in the process, which we are grateful for, but it is causing delays.

- Next steps should be project management and construction as we already have the design.
- A. Subnaik Kilgour recommends tendering for project management, FFE, and construction.

11) CEO REPORT

A. Subnaik Kilgour

- The Library plans to open Victoria Library on Tuesday's and Thursday's beginning the first week of December 2020.
- The Victoria Library will be a warming station during the winter months and will operate similar to how the cooling station did over the summer.
 - It will be open any time there is an environmental alert issued along with anytime the Library is open to the public.
 - The computer stations have been moved to the Rosberg Gallery to allow for 9 spaces in the LaMarsh Room for warming and delivery of other library services that cannot take place in the larger library space.
 - Attendees will be screened and be required to follow Library and Public Health protocols.
- We have moved forward with two capital projects at the Victoria Library. These projects will create more office and meeting space.

MOTION: 2020-80 To accept the CEO report for November 18, 2020

MOVED BY: K. Letourneau

SECONDED BY: B. Ness

MOTION CARRIED

12) OTHER BUSINESS

The following items were provided for the Board's review:

1. 2020 Holiday Closures – Requested additions
 - The Board approved the following closure additions for 2020:
 - I. December 14, 2020 for Staff Appreciation
 - II. December 28, 2020 as an observed day for Boxing Day
2. October 2020 Qualitative Statistics
3. October 2020 Quantitative Statistics

13) ADJOURNMENT

Meeting adjourned at 6:59 pm

NEXT MEETING
at Victoria Avenue Library

December 16, 2020
January 20, 2021
February 17, 2021