

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
March 15, 2017
Victoria Avenue Library - Sir Harry Oakes Room

PRESENT: B. Ness (Chair), B. Peters (Vice-Chair), A. Andres-Jones, J. Anstruther,
K. Letourneau

REGRETS: C. Ioannoni (Councillor), F. Franze, E. Sheridan, J. Stamp

STAFF: A. Subnaik Kilgour, K. Goodman

GUEST: Jamie Hardie - Hardie and Company

1) CALL TO ORDER:

Meeting called to order at 4:55 p.m.

2) Presentation by Jamie Hardie, Creative Strategist at Hardie and Company.

MOTION: 2017-16 We take the next step to provide a staff workshop to begin the branding discussion at NFPL

MOVED BY: J. Anstruther

SECONDED BY: A. Andres-Jones

MOTION CARRIED

3) APPROVAL OF AGENDA

MOTION: 2017-17 To approve the agenda of March 15, 2017

MOVED BY: A. Andres-Jones

SECONDED BY: K. Letourneau

MOTION CARRIED

DISCLOSURE OF INTEREST

None

4) APPROVAL OF MINUTES

MOTION: 2017-18 To accept the minutes of the regular meeting of Feb 15, 2017

MOVED BY: J. Anstruther

SECONDED BY: B. Peters

MOTION CARRIED

5) BUSINESS ARISING:

A discussion ensued regarding the Regional CEO Meeting that was held at the NFPL on March 10, 2017.

6) CORRESPONDENCE

Thank you – Poets & Painters

Request – Saint Paul Catholic High School

Article – Pilot Program brings social worker to Thunder Bay Library

7) FINANCE COMMITTEE:

a) The Library cheque registers were read into the minutes

February 11 – 28, 2016	\$46,016.67
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March 1 – 10, 2017	\$77,567.22
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MOTION: 2017-19 To accept the cheque registers of Feb 11-28 & Mar 1-10, 2017

MOVED BY: B. Peters

SECONDED BY: J. Anstruther

MOTION CARRIED

b) Operating Budget - actuals as at February 28, 2017

MOTION: 2017-20 To accept the financial report of February 28, 2017

MOVED BY: A. Andres-Jones

SECONDED BY: B. Peters

MOTION CARRIED

8) CEO Report:

A. Subnaik Kilgour

- We have reached out to the Niagara Falls Museum about the Library potentially having a presence in the City's Cultural Hub, which should be breaking ground in 2018.
- The Library has offered to house the Arts and Culture Wall of Fame, as the Niagara Square will be closing at the end of April. The Arts and Culture Committee will be considering a couple of locations to house the wall for 2-3 years.
- The Self-Check Machine has arrived. It will be implemented at the Victoria Branch once it is configured and staff have been trained.
- Our Sunlife representative has offered to do workshops for the staff to review their coverage
- Alicia will be going to the American Library Association Conference in June 2017

9) NEW BUSINESS:

- 1) Disposal of surplus items – guidelines and procedures

MOTION: 2017-21 That the Board formally adopt the City of Niagara Falls guidelines and procedures for the disposal of surplus items, excluding library materials withdrawn from the collection

MOVED BY: A. Andres-Jones

SECONDED BY: J. Anstruther

MOTION CARRIED

10) OTHER BUSINESS:

- 1) Reports reviewed which were prepared by staff who attended the **OLA 2017 Super Conference.**
- 2) Drafts of financial policies were reviewed and discussed. Once completed, final drafts will be submitted NFPL Board for approval.

11) ADJOURNMENT:

Meeting adjourned at 8:30 p.m.

NEXT MEETING
4:45pm
at Victoria Avenue Library

April 19, 2017

May 17, 2017

June 21, 2017