

**NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING**

February 20, 2019

Victoria Avenue Library Board Room

PRESENT: A. Andres-Jones (Chair), J. Anstruther (Vice-Chair), C. Ioannoni (Councillor), F. Franze, K. Letourneau, B. Ness, L. Ravesi, T. Tredwell, K. Tsiantoulas

STAFF: A. Subnaik Kilgour, K. Goodman

1) CALL TO ORDER:

Meeting called to order at 4:49 pm

2) 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.

At this time, members of the NFPL Board introduced themselves and gave information on their backgrounds

T. Tsiantoulas arrived at 4:51 pm

3) INAUGURAL MEETING BUSINESS

As per the Niagara Falls Public Library By-law No. 1, the business of the inaugural meeting was completed as follows:

Chair appointments

A. Subnaik Kilgour called for nominations a total of three times

C. Ioannoni nominated A. Andres-Jones

Seconded by B. Ness

F. Franze nominated J. Anstruther

J. Anstruther had not yet arrived at the meeting, Chair appointments were deferred until after the formation of the committees

Formation of Committees

Finance Committee

Kevin Letourneau (Chair)

Frank Franze

Barbara Ness

Tim Tredwell

Human Resources Committee

Barbara Ness (Chair)

John Anstruther

Lynn Ravesi

Library Collections Committee

Lynn Ravesi (Chair)
Tim Tredwell
Kathy Tsiantoulas

Property & Planning Committee

John Anstruther (Chair)
Frank Franze
Kevin Letourneau
Kathy Tsiantoulas

Fundraising Ad Hoc Committee

Kathy Tsiantoulas (Chair)
Frank Franze
Kevin Letourneau
Tim Tredwell

J. Anstruther arrived at 5:10 pm

Chair appointments cont.

F. Franze nominated J. Anstruther
J. Anstruther declined the nomination

Anne Andres-Jones was elected as Chair

Andres-Jones called for Vice-Chair nominations

B. Ness nominated K. Letourneau
K. Letourneau declined the nomination

B. Ness nominated J. Anstruther

John Anstruther accepted and was elected as Vice-Chair

Appointment to Southern Ontario Library Service Escarpment Trustee Council

As Chair, A. Andres-Jones will serve as the NFPL Board's SOLS Trustee. A. Andres-Jones will inform all Board members of meetings and invite them to attend.

Date and Time of regular meetings

The NFPL Board decided to continue with holding their regular meetings on the third Wednesday of each month at 4:45 pm

- 4) Alicia Subnaik Kilgour recommended updates to Niagara Fall Public Library Board By-law No. 1, sections 6.5, 7.1 and 7.3. The amendments included requirements on requests for deputations and procedures to address urgent matters.
- MOTION: 2019-07** Ratify the 3 revisions to the By-law [Niagara Falls Public Library Board By-law No. 1] as discussed.
- MOVED BY:** C. Ioannoni
- SECONDED BY:** B. Ness
- MOTION CARRIED**

5) APPROVAL OF MINUTES

MOTION: 2019-08 To accept the minutes of the regular meeting of January 16, 2019

MOVED BY: K. Letourneau

SECONDED BY: K. Tsiantoulas

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

None

6) CORRESPONDENCE

Letter of congratulations to Ken Su, CEO of the St. Catharines Public Library

Letter from SOLS RE: S. DiBattista Certificate in Public Library Leadership

Memo to Kathy Moldenhauer re: Chippawa Arena

MOTION: 2019-09 To accept the correspondence of February 20, 2019

MOVED BY: B. Ness

SECONDED BY: F. Franze

MOTION CARRIED

C. Ionanni requested A. Subnaik Kilgour send a note of thanks to outgoing members of the NFPL Board.

7) BOARD EDUCATION

City of Niagara Falls By-law No. 2003 – 72

Niagara Falls Public Library Board By-law No. 1

Niagara Falls Public Library Board – Committee Descriptions

10 Things you need to know about being a Library Board Member SOLS

What is the Role of the Chair? Board Effect

NFPL Customer Service Promise

NFPL Organizational Chart

Board Training in Smithville on April 27, 2019

8) ARTICLES OF INTEREST

Prospect of amalgamation follows talk of regional government review Niagara This Week

Library Systems Embracing Their New Roles As Social Service Hubs Next City

The Organic Role of Libraries as Centers of Inclusiveness and Support Non Profit News

9) FINANCE COMMITTEE

a) The Library cheque registers were read into the minutes

January 1-31, 2019 (for 2018 year)	\$108,135.92
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January 1-31, 2019 (for 2019 year)	\$32,477.10
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MOTION: 2019-10 To accept the cheque registers of January 1-31, 2019 (for 2018) & January 1-31, 2019 (for 2019)

MOVED BY: K. Letourneau
SECONDED BY: J. Anstruther
MOTION CARRIED

b) Operating Budget – actuals as at January 31, 2019

MOTION: 2019-11 To accept the financial reports of January 31, 2019
MOVED BY: F. Franze
SECONDED BY: K. Letourneau
MOTION CARRIED

c) Proposed changes to the 2019 Operating Budget

A discussion ensued regarding the proposed 2019 Operating Budget and what reductions can be made before it is resubmitted to NF City Council. The Board agreed to reduce to a 4.5% overall increase from the 2018 budget coming down from the initial ask of 5.23%.

MOTION: 2019-12 To proceed as directed re operating financial budget.
MOVED BY: F. Franze
SECONDED BY: K. Letourneau
MOTION CARRIED

10) CEO REPORT

A. Subnaik Kilgour

- A discussion ensued regarding the Stamford and Chippawa locations.
 - Formal correspondence has been sent to K. Moldenhauer and R. McDonald in regards to inclusion in a potential future multi-use facility in Chippawa
 - An Accessibility Audit was performed on the current Stamford location, an audit of Chippawa is scheduled for Feb 19, 2019

C. Ioannoni departed at 6:56 pm

- Welcoming to the NFPL Board followed by some information on the Library
- Information on the Governance Hub was provided as a resource for Board Training & Development
- Regional Library Board training will be taking place on April 27, 2019 in West Lincoln
- HR Coordinator position has now been filled

MOTION: 2019-13 To accept the CEO report for February 20, 2019
MOVED BY: T. Tredwell
SECONDED BY: B. Ness
MOTION CARRIED

11) OTHER BUSINESS:

1. January 2019 Qualitative Statistics were provided for the Board's review
2. January 2019 Quantitative Statistics were provided for the Board's review
3. A summary of Information Resources & Connections staff development was submitted to the Board
4. Members of the NFPL Board signed and submitted an Oath of Office and Confidentiality

1) ADJOURNMENT:

Meeting adjourned at 7:22 pm

NEXT MEETING
4:45PM
at Victoria Avenue Library

March 20, 2019
April 17, 2019
May 15, 2019
June 19, 2019