

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

January 16, 2019

Gale Centre Board Room

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

**REGRETS:** F. Franze, J. Stamp

**ABSENT:** C. Ioannoni (Councillor)

**STAFF:** A. Subnaik Kilgour, K. Goodman, C. Dunn

**1) CALL TO ORDER:**

Meeting called to order at 4:49 pm

**2) APPROVAL OF AGENDA**

**MOTION: 2019-01** To approve the agenda of January 16, 2019

**MOVED BY:** A. Andres-Jones

**SECONDED BY:** K. Tsiantoulas

**MOTION CARRIED**

**DISCLOSURE OF CONFLICT OF INTEREST**

None

**3) 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.*

**4) APPROVAL OF MINUTES**

**MOTION: 2019-02** To accept the minutes of the regular meeting of December 19, 2018

**MOVED BY:** A. Andres-Jones

**SECONDED BY:** K. Dockstader

**MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

None

**5) CORRESPONDENCE**

Email regarding Governance Training from SOLS

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

Obituary of Jacqueline Anne 'Jackie' Henry

Article: *Can't find your favourite e-book at the library? This might be why* CBC News

Article: *13 Reasons Why Libraries are Holding Us All Together* Read It Forward

Article: *NOTL Library books it to Virgil Arena Niagara* This Week

**MOTION: 2019-03** To accept the correspondence of January 16, 2019  
**MOVED BY:** K. Tsiantoulas  
**SECONDED BY:** K. Dockstader  
**MOTION CARRIED**

**6) FINANCE COMMITTEE**

a) The Library cheque registers were read into the minutes

December 1-15, 2018	\$26,223.53
December 16-30, 2018	\$1,517.98

**MOTION: 2019-04** To accept the cheque registers of December 1-15 & December 16-30, 2018  
**MOVED BY:** J. Anstruther  
**SECONDED BY:** K. Letourneau  
**MOTION CARRIED**

b) Operating Budget – actuals as at November 30, 2018

**MOTION: 2019-05** To accept the financial reports of December 31, 2018  
**MOVED BY:** K. Letourneau  
**SECONDED BY:** J. Anstruther  
**MOTION CARRIED**

**7) CEO REPORT:**

A. Subnaik Kilgour

- The Annual Survey of Public Libraries deadline for 2019 is May 31<sup>st</sup>, as opposed to the traditional end of summer deadline
- Bill 47 has amended several aspects of the Employment Standards Act, including many of amendments made through Bill 148
- Customer Service Associate, Jackie Henry passed away suddenly on December 27, 2018. Jackie was a valued member of the Library team and will be genuinely missed. Staff have been offered and encouraged to use counselling services
- Phase 2 of new hours have begun, we are now proud to be offering 7-day services year round to our customers
- A. Subnaik Kilgour will be attending the OLA Super Conference in Toronto, Board members are encouraged to attend Board Bootcamp offered by OLBA
- The Library Board for the next term will be appointed by NF City Council on January 29, 2019
- There will be a board training day in April, offered collaboratively with regional libraries

**MOTION: 2019-06** To accept the CEO report for Jan 16/19  
**MOVED BY:** K. Dockstader

**SECONDED BY:** A. Andres-Jones  
**MOTION CARRIED**

**1) Property Committee**

A discussion ensued regarding the Stamford Branch and the status of the proposed new space.

Highlights included the following:

- Realtor of Goodwill Space has said they can do \$10.50 per sq. ft. but at that price leasehold improvements will be limited
- He is asking for a letter of intent but has not provided the requested reports (asbestos, roof, and HVAC)
- Developers of Condo Units have not yet sent the shared costs budget spreadsheets
- Before moving with forward with any option, NF City Council will need to approve the decision as per Section 19 of the Public Libraries Act

A meeting of the Property Committee was set for February 23, 2019 at 4:30 pm at the Victoria Ave Library.

**2) OTHER BUSINESS:**

A suggestion was made to have the next 4 Board Meetings rotate to be held at each location, so the new Board can be familiarized with each space.

**3) ADJOURNMENT:**

Meeting adjourned at 6:20 pm

NEXT MEETING  
4:45PM  
at Victoria Avenue Library

February 20, 2019