

NIAGARA FALLS PUBLIC LIBRARY BOARD
MINUTES OF THE REGULAR MEETING
October 18, 2017
Victoria Avenue Library Board Room

PRESENT: B. Ness (Chair), A. Andres-Jones (Vice-Chair), C. Ioannoni (Councillor), J. Anstruther, K. Dockstader, F. Franze, K. Letourneau

REGRETS: J. Stamp

ABSENT: E. Sheridan

STAFF: A. Subnaik Kilgour, K. Goodman

1) CALL TO ORDER:

Meeting called to order at 4:49 p.m.

2) APPROVAL OF AGENDA

MOTION: 2017-50 To approve the agenda of October 18, 2017

Moved BY: A. Andres-Jones

SECONDED BY: J. Anstruther

MOTION CARRIED

DISCLOSURE OF CONFLICT OF INTEREST

None

3) APPROVAL OF MINUTES

MOTION: 2017-51 To accept the minutes of the regular meeting of Aug 16, 2017

Moved BY: J. Anstruther

SECONDED BY: A. Andres-Jones

MOTION CARRIED

MOTION: 2017-52 To accept the minutes of the regular meeting of Sept 20, 2017

Moved BY: K. Letourneau

SECONDED BY: A. Andres-Jones

MOTION CARRIED

4) CORRESPONDENCE

Thank You – Canada Revenue Agency

By-law No. 2017 – 117

Thank You – T. Shannon

Article – Niagara gets \$5.4 Million to Fight Homelessness

Article – The Evolving Role of Libraries

Article – Opioid Crisis Coming

5) **FINANCE COMMITTEE**

a) The Library cheque registers were read into the minutes

September 1-30, 2017 \$103,401.74

MOTION: 2017-53 To accept the cheque registers of September 1-30, 2017

MOVED BY: J. Anstruther

SECONDED BY: A. Andres-Jones

MOTION CARRIED

b) Operating Budget – actuals as at September 30, 2017

MOTION: 2017-54 To accept the financial report of September 30, 2017

MOVED BY: K. Letourneau

SECONDED BY: A. Andres-Jones

MOTION CARRIED

6) **CEO REPORT:**

A. Subnaik Kilgour

- Public Library Week is Oct 12-21
- Launch of the Media Lab was a success, received positive feedback on Teen Space
- New branding has launched
- Migration is coming along well, we have been assigned a Project Manager, going live Dec 14th
- Cultural Hub consultation sessions were held, ideally we would have a Maker/programming Space
- Positive meetings with the Niagara Falls Community Health Centre have resulted in targeted outreach, with a focus at the Victoria Branch
- Last round of Mental Health First-Aid Training is scheduled on Dec 11th-12th

Due to the ILS Migration and last round of Mental Health First-Aid training, it was recommended by A. Subnaik Kilgour that we close the Library December 11th-13th to the public, but remain open for staff.

MOTION: 2017-55 To close to the public Dec 11-13 [2017] inclusive to facilitate ILS migration and final mental health training session

MOVED BY: A. Andres-Jones

SECONDED BY: J. Anstruther

MOTION CARRIED

7) NEW BUSINESS:

1) The 2018 Forecast Operating & Capital Budgets were brought forward for approval

MOTION: 2017-56 Keep \$160,000 in the surplus and move the remaining amount to the property reserve

MOVED BY: K. Letourneau

SECONDED BY: J. Anstruther

MOTION CARRIED

MOTION: 2017-57 The Library Board invest \$300,000 from the property reserve fund to the Stamford renovation to better meet the community needs.

MOVED BY: C. Ioannoni

SECONDED BY: A. Andres-Jones

MOTION CARRIED

MOTION: 2017-58 Accept the forecasted budget[s] for 2018.

MOVED BY: K. Letourneau

SECONDED BY: J. Anstruther

MOTION CARRIED

2) A report was submitted to the Board with an overview of changes to the Employment Standards Act 2000 and Labour Relations Act, 1995 and potential implications to the NFPL

8) OTHER BUSINESS:

1) A personnel committee was formed of A. Andres-Jones, C. Ioannoni and K. Dockstader

2) Election of Vice-Chair: C. Ioannoni nominated A. Andres-Jones, seconded by John A. Andres-Jones accepted and was acclaimed as the Vice-Chair of the Niagara Falls Public Library Board

3) The NFPL will be presenting their 2016 Annual Report to NF City Council on Oct 24, 2017

4) Trustee Council meeting is on Saturday Nov 4, 2017 in Lincoln from 10:30 am – 1:30 pm

The Niagara Falls Public Library Board went “in camera” at 6:30 pm to discuss a personal matter about an identifiable individual, including municipal or local board employees.

The “in camera” session was completed at 6:55 pm and was followed by the following motion

MOTION: 2017-59 With the successful completion of A. Subnaik Kilgour’s performance evaluation we move that the next step in her pay grade be retroactive to 1 year from her start date.

MOVED BY: A. Andres-Jones

SECONDED BY: C. Ioannoni

MOTION CARRIED

- 9) **ADJOURNMENT:**
Meeting adjourned at 6:55 pm

NEXT MEETING
4:45pm
at Victoria Avenue Library

December 20, 2017