



NOTL PUBLIC LIBRARY BOARD MEETING MINUTES

Wednesday, June 16th, 2021, 7:00 p.m.
Virtual Meeting

Last motion 21–17

1. Call to Order

A virtual meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:01 p.m.

Present: Brice Bible, Allan Bisback (Councilor), Wendy Cheropita (Councilor), Robin Foster, David Hunter (Vice Chair), Betty Knight, Stuart McCormack, Daryl Novak (Chair), Lisa Traficante

Staff: Christine Reganti (IT/Maker Assistant), Cathy Simpson (CEO), Laura Tait (Manager)

2. Deputations

No deputations were received.

3. Declaration of conflict of interest

No conflicts of interest were declared.

4. Approval of agenda

MOTION 21-18: Moved by A. Bisback that the agenda be approved as amended. **CARRIED.**

5. Approval of Consent Agenda

5.1. Library Board Meeting Minutes, May 19th, 2021

5.2. CEO Report

5.3. Correspondence

5.4. Media Coverage

C. Simpson highlighted staff planning for outdoor summer programming and reopening with limited capacity as a priority in May. She also verbally updated the report to include several problems with communication between the town and library that will be addressed in a meeting with the CAO on June 18th including:

- Anderson Lane road closure
- Reopening plan review by Emergency Control Group
- Little Free Libraries as a town initiative

ACTION: Minutes to be amended to indicate unanimous approval of the strategic plan in online poll.

MOTION 21-19: Moved by D. Hunter that the consent agenda be approved. **CARRIED.**

6. Policy Committee

6.1. HR-03 Human Resources – Recruiting, Selection and Assignment

6.2. BL-05 By-Laws – Meetings of the Board

6.3. GOV-07 Governance – Financial Control and Oversight

B. Knight reviewed updates to policies HR-03, BL-05 and GOV-07. Board members provided input on the following policy issues: compensation, recruiting and selection in HR-03; order of proceedings and ground rules in BL-05; treasurer's role in GOV-07.

MOTION 21-20: Moved by B. Knight that policies HR-03 Human Resources – Recruiting, Selection and Assignment; BL-05 By-Laws – Meetings of the Board; GOV-07 Governance – Financial Control and Oversight; be approved as amended. **CARRIED.**

7. Finance Committee Update

S. McCormack provided the following update on Finance Committee's June 9th meeting:

- Library incorporation and charitable status being researched.
- Investment with Niagara Community Foundation and contact recommended by W. Cheropita.
- Options for library bank account to be discussed with Town Treasurer and Finance Committee in July.
- Professional fundraiser to meet with Finance Committee to explore alternate funding sources.

8. Strategic Planning Update

Based on the approved strategic directions, C. Simpson reviewed eight operational goals to be completed over the next six to nine months.

9. Advocacy, Engagement & Inquiries

D. Hunter and D. Novak met with the Niagara-on-the-Lake Rotary Club to receive the cheque for Wifi Hotspot sponsorship.

10. Other Business

10.1. Little Free Libraries

Board members discussed residents' installations of book exchanges called Little Free Libraries.

ACTION: Library staff to research how other libraries have partnered with book exchanges and ask local groups installing book exchanges what type of partnership they want with the library.

ACTION: C. Simpson to confirm the town's position on book exchanges.

11. Meeting Termination

MOTION 21-21: Moved by L. Traficante that the meeting be terminated at 8:41 p.m.

Next meeting Wednesday, August 18th, 7:00 p.m.