



NOTL PUBLIC LIBRARY BOARD MEETING DRAFT MINUTES

Wednesday, June 15th, 7:00 p.m.

Last motion 22-19

1. Call to Order

A regular meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:00 p.m.

Present: Wendy Cheropita (Councilor), Dave Hunter (Vice Chair), Stuart McCormack, Daryl Novak (Chair), Lisa Traficante

Regrets: Allan Bisback (Councilor), Robin Foster, Betty Knight,

Guests: Ron Clavier

Staff: Kasia Dupuis (Marketing & Communications Library Service Associate [LSA]), Megan Honsberger (Makerspace Facilitator), Debbie Krause (Community Engagement Coordinator), Kostyn Petrunick (LSA), Mike Rifkin (Adult Page), 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 22-20: Moved by S. McCormack that the agenda be approved as amended.
CARRIED.

5. Approval of Consent Agenda

5.1. Library Board Meeting Minutes, May 18th, 2022

- 5.2. CEO Report**
- 5.3. Media Coverage**
- 5.4. Correspondence**

C. Simpson noted the Tinker Thinker program for 7 to 12 year olds has grown in popularity with full registrations and waitlists. Laura & Debbie's Read it and Eat adult cookbook program is also big success with full registration.

MOTION 22-21: Moved by D. Hunter that the consent agenda be approved. **CARRIED.**

- 6. Staff Introductions**
 - 6.1. Megan Honsberger, Makerspace Facilitator**
 - 6.2. Kostyn Petrunick, LSA**
 - 6.3. Mike Rifkin, Adult Page**

7. 2021 Year in Review

K. Dupuis screened the library's first year in review video which she narrated and created with assistance from D. Krause. Board members expressed very positive reactions to the video.

ACTION: Year in Review video to be used as an introduction in future presentations to council.

8. Restoring Wellness as We Emerge from COVID

Ron Clavier (PsyD), NOTL resident, presented his thoughts on delivering a seminar focussing on ways the library could mitigate negative social and emotional impacts of the COVID-19 pandemic on residents and restore mental wellness. D. Novak clarified the board does not make decisions about programming as this is an operational issue. S. McCormack recommended a related TED Talk presentation by Shawn Achor, positive psychology researcher and author; www.ted.com/talks/shawn_achor_the_happy_secret_to_better_work

ACTION: Staff to review R. Clavier's proposal for possible future programs.

9. Memorandum of Understanding

Town CAO M. Cluckie was unable to attend the meeting. C. Simpson relayed the CAO's request that the MOU go to the July 18th committee of the whole general meeting for approval. S. McCormack recommended more time to review the document as there are several questions about the agreement and some points that may contravene legislation.

ACTION: S. McCormack to lead MOU analysis next week and forward to remaining board members for review.

10. Business Arising

10.1. Concept Garden

D. Novak reported he was contacted by a citizen member of the concept garden committee who wanted the group to pursue their original idea. D. Novak advised this approach would get little traction given council's desire to pursue a comprehensive green space plan with full stakeholder input. W. Cheropita recommended holding another meeting to address the committee member's concerns.

10.2. Internet Hotspot Rotation

C. Simpson confirmed the library will not be purchasing internet hotspots on behalf of Julia Buxton-Cox, Director of the Farmworker's Hub, because she is unwilling to rotate the hotspots.

11. Policy Committee Update

11.1. Bylaws:

11.1.1. BL-01 Authority Statement

11.1.2. BL-04 Board Powers & Duties

11.1.3. BL-05 Board Meetings

11.1.4. BL-06 Bylaw Amendment

S. McCormack reviewed policies recently update by the committee. BL-03 is referred back to the committee to address concerns raised by D. Hunter about the election of, and length of term for, officers as well as the terms of reference for the vice chair.

MOTION 22-22: Moved by L. Traficante that policies BL-01, BL-04, BL-05 and BL-06 be adopted as drafted. **CARRIED.**

11.2. HR-10 Vacation, Public Holidays & Leave – Part Time Staff

MOTION 22-23: Moved by D. Hunter that HR-10 be adopted as drafted. **CARRIED.**

12. Finance Committee Update

S. McCormack reported there is a third draft of the legacy document. The document will be presented at the next board meeting.

13. Board Member Recruitment Committee

D. Novak reported the board member recruitment committee met for the first time on June 14th to review last term's recruitment materials and develop a recruitment timeline. The committee directed the CEO to draft this term's legacy report and make revisions to last term's recruitment materials before the next committee meeting on July 19th.

ACTION: C. Simpson to draft this term's legacy report, update last term's recruitment materials and summarize this term's financial legacy document for inclusion in the general legacy document.

14. Advocacy, Engagement & Inquiries

D. Hunter reported that 1,700 books are ready to ship to Jamaica on June 24th. The book distribution partnership with Food for the Poor Canada will likely allow the program to expand.

ACTION: C. Simpson to provide library board town council representatives with library success stories, like Books for Jamaica, for inclusion in council meeting announcements

15. Other Business

There was no other business to report.

16. Meeting Termination

MOTION 22-24: Moved by L. Traficante that the meeting be terminated at 8:53 p.m. **CARRIED**

Next meeting August 17th, 7:00 p.m. in the Rotary Room.