



NOTL PUBLIC LIBRARY BOARD MEETING DRAFT MINUTES

Wednesday, January 25th, 2023, 7:00 p.m.

Last motion 22-40

1. Call to Order

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

Present: Robin Foster, Dave Hunter (Vice Chair), Betty Knight, Daryl Novak (Chair), Lisa Traficante

Regrets: Wendy Cheropita (Councilor), Stuart McCormack, Adriana Vizzari

Absent : Allan Bisback

Staff: Cathy Simpson (CEO), Laura Tait (Manager)

Observers: Paula MacNeill

2. Introductions

No introductions were made as town council representative Adriana Vizzari was unable to attend.

3. Deputations

No deputations were received.

4. Declaration of Conflict of Interest

No conflicts of interest were declared.

5. Approval of Agenda

MOTION 23-01: Moved by D. Hunter that the agenda be approved. **CARRIED.**

6. Approval of Consent Agenda

6.1. December 2022 Board Meeting Draft Minutes

6.2. December 2022 CEO Report

6.3. December 2022 Media Coverage Report

6.4. Correspondence

The CEO noted the delivery of Christmas cards and treats to town staff was very well received and a good opportunity to relationship build.

MOTION 23-02: Moved by B. Knight that the consent agenda be approved. **CARRIED.**

7. Business Arising

7.1. Memorandum of Understanding (MOU)

The CEO reported that the MOU was approved at the previous night's Committee of the Whole meeting by a vote of 8 in favour to 1 opposed.

7.2. Partnerships

On recommendation of Lord Mayor Zalepa, the CEO is meeting with two Niagara Regional employees to discuss potential partnerships; Wendy Thompson, Community Resource Program Manager, Community Resource Unit, Housing Services and Sandy Dupuis, Manager of Compliance and Community Engagement, Community Services. The meetings will take place in early February. The CEO has also contacted Caroline Polgrabia, organizer of the NOTL Youth Campus. Library staff has begun working with volunteers at the campus to explore partnerships including a library-run book club at the campus and a book exchange. The library has also donated our old laptops to the campus.

7.3. Board Recruitment

D. Novak updated the board on the board appointment timeline noting today's application deadline. The town's selection committee will meet near the end of the week of February 6th and make their recommendations to council on February 28th.

8. 2023 Budget

D. Novak briefed the board on the library budget presentation to the Committee of the Whole on January 24th.

9. 2023 Board Meeting Dates

D. Novak recommended the following board meeting dates:

1. March 15
2. May 17
3. July 19
4. Sept 20

5. Oct 18
6. Dec 13
7. Jan 31, 2024

10.2023 Student Positions

L. Tait reviewed the government funded student positions applied for in 2023. These positions include a summer reading club assistant and a technology tutor.

11. Advocacy, Engagement & Inquiries

11.1. Meeting with Lord Mayor Zalepa

D. Novak and the CEO met with Lord Mayor Zalepa on December 15th and discussed the budget, library services and partnerships. Lord Mayor Zalepa is supportive of the library and recommends presenting a simplified version of our budget to council.

12. Other Business

There was no other business to report.

13. Meeting Termination

MOTION 23-03: Moved by D. Hunter that the meeting be terminated at 8:56 p.m. **CARRIED**

Next meeting April 19th, 2023, 7:00 p.m.