

ST. CATHARINES PUBLIC LIBRARY BOARD

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The St. Catharines Public Library provides spaces, resources, and experiences for all citizens to learn, grow and connect.

MINUTES OF THE REGULAR MEETING

Thursday, March 18, 2021

Microsoft Teams

<u>Board:</u>	V. De Luca S. Dimick H. Findlay (Chair) Councillor L. Littleton	L. McDonald F. Sheikh S. Tromanhauser Councillor B. Williamson
<u>Staff:</u>	D. Andrusko D. Bott (Teams moderator) N. Bryans (Recording Secretary) R. Di Marcantonio J. Dunn	S. Mannella A. McKenzie K. Smith Curtis J. Spera K. Su (Secretary)
<u>Guests:</u>	J. D'Arienzo	L. Dobson T. Dunk

The Regular Meeting of the St. Catharines Public Library Board was held on Thursday, March 18, 2021 on Microsoft Teams. The Chair called the Meeting to order at 6:00 pm.

1. Adoption of Agenda

1.1 Additions/Deletions to Agenda

Delete Item 7.1 Board Roles and Responsibilities Part 1 discussion

Delete Item 7.2 Board Recruitment and Succession Planning

1.2 Adoption of Agenda

MOTION: 2021-32 THAT the Agenda be adopted as amended.

MOVED BY: F. Sheikh

SECONDED BY: S. Dimick

MOTION CARRIED.

2. Chair's Remarks and Declarations of Interest

H. Findlay remarked her regret that K. Tribble has left the Library Board. There were no declarations of interest.

3. Board Membership

3.1 Accept Resignation – H. Findlay

The Board received a letter of resignation from Karen Tribble.

MOTION: 2021-33 THAT the Board accept the resignation of Karen Tribble.
MOVED BY: Councillor L. Littleton
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

3.2 Election of Vice-Chair – H. Findlay

H. Findlay called for nominations for Vice-Chair. F. Sheikh volunteered. There being no further nominations, F. Sheikh was declared Vice-Chair by acclamation.

3.3 Appointment to SOLS Trustee Council – H. Findlay

H. Findlay called for nominations for SOLS Trustee Council representative. There being no nominations or a volunteer, the position remains vacant.

3.4 Election of Committee Members – H. Findlay

H. Findlay called for nominations for the Board Recruitment and Succession Planning Committee which is comprised of V. De Luca, F. Sheikh, and S. Tromanhauser. S. Dimick volunteered. There being no further nominations, S. Dimick was declared a member of the Board Recruitment and Succession Planning Committee by acclamation.

3.5 Appointment of Board Member – K. Su

K. Su updated the Board about the City's process for the appointment of a new Board Member. Discussion ensued. S. Tromanhauser announced to the Board her intention to resign from the Board before May 15, 2021 due to a planned move out of the City of St. Catharines. K. Su recommended that the Board seek 2 replacement members.

4. Adoption of Minutes

4.1 Regular Meeting – February 18, 2021

MOTION: 2021-34 THAT the Regular Meeting Minutes of February 18, 2021 be adopted.
MOVED BY: F. Sheikh
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

5. Monthly Updates

5.1 St. Catharines City Council

Councillor L. Littleton reported that the City has approved the hiring of an Equity person to assist with policy development and update hiring practices. The Board asked for the opportunity to take part in discussions about a proposed new indoor pool or arena facility that may present a new location opportunity for the Merritt Library Branch.

5.2 SOLS Update

None

5.3 CEO Update – K. Su

K. Su reported that on Tuesday, March 16, 2021, the federal government announced it had reversed its order for funding cuts to accessible books production for this year.

A cease and desist order was sent to libraries from Blue Ice Pots with claims regarding several titles that vendors have not purchased proper rights. In response, SCPL has pulled 25 titles from the shelves until an investigation is completed.

5.4 Department Updates – R. Di Marcantonio

R. Di Marcantonio updated the Board about some non-traditional collections that have been implemented in the past few weeks:

- Wireless hotspots (10) have been distributed to 2 Niagara Area Seniors Centres to allow resident's access to unlimited data Wi-Fi,
- Wireless hotspots (5) have been purchased for circulation to patrons,
- Ontario Parks Passes (12) allow vehicle day access to any provincial park,
- Niagara Peninsula Conservation Authority – NaturePlus Passes (4) allow day access to local conservation areas.

R. Di Marcantonio also outlined a library promotional opportunity through CKTB Radio that began with some trial segments in January and February of Saturday morning conversations on the Matt Holmes Show. The station has since invited the Library to continue the Saturday morning partnership with 5 minute presentations every 2 weeks by staff members on various current topics.

6. Consent Reports

6.1 Correspondence

None

6.2 CEO Report – K. Su

The Board received the CEO Report.

6.3 Department Reports – February 2021

The Board received the Department Reports – February 2021.

6.4 Response to COVID-19 Pandemic (March Update) – K. Su

The Board received the Response to COVID-19 Pandemic (March Update).

MOTION: 2021-35 THAT the Consent Reports be received as circulated.

MOVED BY: V. De Luca

SECONDED BY: Councillor L. Littleton

MOTION CARRIED.

7. Discussion Reports

7.1 Board Roles and Responsibilities Part 1 discussion – Board Recruitment and Succession Planning Committee

Item 7.1 deleted from Agenda.

7.2 Board Recruitment and Succession Planning Committee – Committee

Item 7.2 deleted from Agenda.

7.3 2021 CEO Work Plan – 2021 Goals and Action Plan Committee

The 2021 Goals and Action Plan Committee recommended a 2021 CEO Work Plan. Discussion ensued.

MOTION: 2021-36 THAT the Board approve the 2021 CEO Work Plan.
MOVED BY: V. De Luca
SECONDED BY: F. Sheikh
MOTION CARRIED.

7.4 2021 Board Work Plan – 2021 Board Goals Committee

The 2021 Board Goals Committee recommended a 2021 Board Work Plan. Discussion ensued. The Board expressed some concerns with the number of committees and decided to delay further discussion until replacement Board Members were appointed.

7.5 Collection Management Policy – J. Dunn

The Board received a written report and J. Dunn, Manager, Technical Services and Integrated Library Systems outlined the proposed changes to Policy (G04) Collection Management. Discussion ensued.

MOTION: 2021-37 THAT the Board rescind Policy (G04) Collection Management approved on June 17, 1993 and approve the new Policy (G04) Collection Management.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

7.6 Fine Freedom for Children, Teens, and Seniors – J. Spera

The Board received a written report and J. Spera, Manager, Circulation Services outlined the proposal for Fine Freedom for Children, Teens, and Seniors and the proposed changes to the Circulation policy. Discussion ensued.

MOTION: 2021-38 THAT the Board offer fine freedom to children, teens, and seniors borrower groups.
MOVED BY: S. Dimick
SECONDED BY: Councillor L. Littleton
MOTION CARRIED.

MOTION: 2021-39 THAT the Board rescind Policy (G03) Circulation approved on June 16, 2005 and approve the new Policy (G03) Circulation.
MOVED BY: F. Sheikh
SECONDED BY: V. De Luca
MOTION CARRIED.

8. In-Camera Session

8.1 Motion to Move In-Camera

MOTION: 2021-40 THAT the Regular Meeting move In-Camera.
MOVED BY: F. Sheikh
SECONDED BY: L. McDonald
MOTION CARRIED.

The Regular Meeting moved In-Camera at 7:15 pm.

8.2 In-Camera Agenda

8.2(a) Additions/Deletions to In-Camera Agenda
None

8.2(b) Adoption of In-Camera Agenda

MOTION: 2021-41 THAT the In-Camera Agenda be adopted.
Moved BY: F. Sheikh
SECONDED BY: L. McDonald
MOTION CARRIED.

8.3 Adoption of In-Camera Minutes

8.3(a) In-Camera Session – February 18, 2021

MOTION: 2021-42 THAT the In-Camera Minutes of February 18, 2021 be adopted.
Moved BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

8.4 In-Camera Consent Reports

8.4(a) Staffing (March Update) – K. Su
The Board received a written update on Staffing.

MOTION: 2021-43 THAT the In-Camera Consent Reports be received as circulated.
Moved BY: L. McDonald
SECONDED BY: S. Tromanhauser
MOTION CARRIED.

8.5 In-Camera Discussion Reports

8.5(a) Memorandum(s) of Settlement – Renewal Agreement(s) – K. Su
K. Su updated the Board about the Memorandum(s) of Settlement – Renewal Agreement(s) and recommended ratification.

MOTION: 2021-44 THAT the Library Board ratify the Memorandums of Settlement – Renewal Agreements for Full-Time employees, Part-Time employees, and Pages, dated January 19, 2021 between the St. Catharines Public Library Board and CUPE Local 2220.
Moved BY: V. De Luca
SECONDED BY: S. Tromanhauser
MOTION CARRIED.

8.5(b) Pay Equity – L. Dobson
L. Dobson updated the Board about Pay Equity.

K. Su, K. Smith Curtis, L. Dobson, and N. Bryans left the meeting at 7:43 pm.

8.5(c) CEO Evaluation – H. Findlay
The Board deferred this Item to the next meeting.

8.6 Return to Open Session

MOTION: 2021-45 THAT the In-Camera Session return to Open Session.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.
The In-Camera Session returned to Open Session at 7:48 pm.

9. Motion(s) Arising From In-Camera Session

MOTION: 2021-46 THAT the Board adopt any Motions arising from the In-Camera Session.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

10. Motion to Adjourn

MOTION: 2021-47 THAT the Regular Meeting be adjourned.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.
The Regular Meeting adjourned at 7:48 pm.

11. Next Meeting / Upcoming Events

Board Meeting – Thursday, April 15, 2021, at 6:00 pm, by Microsoft Teams



Chair



Secretary