



St. Catharines Public Library Board

Regular Meeting Minutes

Thursday, June 16, 2022
Microsoft Teams

Present:	J. Coles (Chair) K. Dilorio S. Dimick	H. Findlay Councillor L. Littleton L. McDonald F. Sheikh
Regrets:	V. De Luca	Councillor B. Williamson
Staff:	D. Bott N. Bryans (Recording Secretary) R. Di Marcantonio L. Dobson	H. Jones S. Mannella K. Smith Curtis J. Spera K. Su (Secretary)

The Chair called the meeting to order at 6:00 pm.

1. Adoption of Agenda

1.1 Additions/Deletions to the Agenda
None

1.2 Adoption of the Agenda

MOTION: 2022-79
MOVED BY:
SECONDED BY:
MOTION CARRIED.

THAT the Agenda be adopted.
L. McDonald
Councillor L. Littleton

2. Chair's Remarks

The Chair commented that SCPL's new brand is being noticed beyond our borders.

3. Declaration of Interest

There were no Declarations of Interest.

4. Adoption of Minutes

4.1 Regular Meeting – May 19, 2022

MOTION: 2022-80 THAT the Regular Minutes of May 19, 2022 be adopted.
MOVED BY: S. Dimick
SECONDED BY: H. Findlay
MOTION CARRIED.

5. Monthly Updates

5.1 St. Catharines City Council

Councillor L. Littleton reported that on June 27, 2022, Council would review Community Benefit Charges. These charges may help the City to develop the growth of libraries and new community amenities.

5.2 CEO Update – K. Su

K. Su provided a verbal update to the Board:

- SCPL's new branding is receiving positive attention and R. Di Marcantonio, Manager, Programming & Promotions will collaborate with Cinnamon Toast to investigate trademarking the new brand. A trademark is good for 10 years and can be renewed every 10 years.
- SCPL tradition is to take a group photo of each Board term. He proposed that this 2019-2022 Board assemble in the fall to take a photo.
- Robots launch date is July 21, 2022; invitations sent to Board and local politicians.

5.3 Department Updates – D. Bott, Manager, Innovation, Collections & Technology

D. Bott updated the Board with a video of SCPL's robots in action. He outlined that SCPL will soft-launch the robots in early-July and the official launch is Thursday, July 21, 2022. Discussion ensued.

6. Consent Reports

6.1 Correspondence

None

6.2 CEO Report – K. Su

The Board received the CEO Report.

6.3 Department Reports – May 2022

The Board received the Department Reports – May 2022

6.4 2022 SCPL Work Plan – 2nd Quarter Update – K. Su

The Board received the 2022 SCPL Work Plan – 2nd Quarter Update.

- 6.5 2021 Annual Report – K. Su
The Board received the 2021 Annual Report.

MOTION: 2022-81 THAT the Consent Reports be received as circulated.
MOVED BY: L. McDonald
SECONDED BY: H. Findlay
MOTION CARRIED.

7. Discussion Reports

- 7.1 Board By-Law Number 1 – K. Su

K. Su reported that in response to the Board's request to post Board packages online, Management recommends amendments to SCPL Board By-Law Number 1 and changes to the Library's website. Discussion ensued. The Board directed staff to add the word 'draft' on un-approved Minutes and to redact personal information from the Board packages.

MOTION: 2022-82 THAT the Board approve the amended SCPL By-Law Number 1.
MOVED BY: F. Sheikh
SECONDED BY: K. Dilorio
MOTION CARRIED.

- 7.2 Policy (G04) Collection Management – D. Bott

D. Bott reported on the Collections Management policy amended by the Collections Librarians and Management. Discussion ensued. The Board suggested some additional amendments.

MOTION: 2022-83 THAT the Board approve the amended Policy (G04) Collection Management.
MOVED BY: K. Dilorio
SECONDED BY: Councillor L. Littleton
MOTION CARRIED.

- 7.3 Policy (G27) Local History – D. Bott

D. Bott reported on the development of the Local History policy prepared by the Collections Librarians and Management. Discussion ensued. The Board suggested some language revisions.

MOTION: 2022-84 THAT the Board approve Policy (G27) Local History with the suggested language revisions.
MOVED BY: L. McDonald
SECONDED BY: S. Dimick
MOTION CARRIED.

- 7.4 Policy (P15) Accommodation – L. Dobson

L Dobson reported on the creation of Policy (P15) Accommodation. Discussion ensued. The Board had questions about the appeals process and the involvement of the Canadian Human Rights Act or Commission.

MOTION: 2022-85 THAT the Board defer approval of Policy (P15) Accommodation to the September Board Meeting.
MOVED BY: Councillor L. Littleton
SECONDED BY: S. Dimick
MOTION CARRIED.

- 7.5 Staff Development Day closure – L. Dobson
L Dobson reported that SCPL is requesting permission to close on November 21, 2022, to support staff development and training. Discussion ensued.

MOTION: 2022-86 THAT the Library Board approve closing all branches of SCPL on Monday November 21 for staff development and training.
MOVED BY: F. Sheikh
SECONDED BY: K. Dilorio
MOTION CARRIED.

- 7.6 September Board Meeting Date – K. Su (verbal)
K. Su reported that the September Board Meeting was moved to September 8 to allow the Board time to deliberate budget. However, 2022 is an election year and the City has announced budget submission dates that allow SCPL to review the draft 2023 budget at the October Board Meeting. He proposed to move the September Board Meeting back to September 15. Discussion ensued.

MOTION: 2022-87 THAT the Board change the September Board Meeting date from September 8, to September 15, 2022.
MOVED BY: K. Dilorio
SECONDED BY: F. Sheikh
MOTION CARRIED.

8. In-Camera Session

- 8.1 In-Camera Agenda (attachment)
8.1 (a) Additions/Deletions to In-Camera Agenda
Add Item 8.5 (b) HR Matter update – L. Dobson

8.1 (b) Adoption of In-Camera Agenda

MOTION: 2022-88 THAT the In-Camera Agenda be adopted as amended.
MOVED BY: F. Sheikh
SECONDED BY: L. McDonald
MOTION CARRIED.

8.2 Motion to Move In-Camera

MOTION: 2022-89 THAT the Regular Meeting move In-Camera.
MOVED BY: L. McDonald
SECONDED BY: K. Dilorio
MOTION CARRIED.
The Regular Meeting moved In-Camera at 6:59 pm.

8.3 Adoption of In-Camera Minutes

8.3 (a) In-Camera Session – May 19, 2022 (attachment)

MOTION: 2022-90 THAT the In-Camera Minutes of May 19, 2022 be adopted.
MOVED BY: H. Findlay
SECONDED BY: Councillor L. Littleton
MOTION CARRIED.

8.4 In-Camera Consent Reports (attachments)

8.4 (a) In-Camera Correspondence

MOTION: 2022-91 THAT the In-Camera Consent Report be received as circulated.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

8.5 In-Camera Discussion Reports (attachments)

8.5 (a) Customer Comment – K. Su/K. Smith Curtis

K. Su and K. Smith Curtis provided verbal updates on a customer comment.

8.5 (b) HR Matter update – L. Dobson

L. Dobson provided a verbal update on an HR Matter.

8.6 Return to Open Session

MOTION: 2022-92 THAT the In-Camera Session return to Open Session.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

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

MOTION: 2022-93 THAT the Board adopt any Motions arising from the In-Camera Session.
MOVED BY: K. Dilorio

SECONDED BY: L. McDonald
MOTION CARRIED.

10. Motion to Adjourn

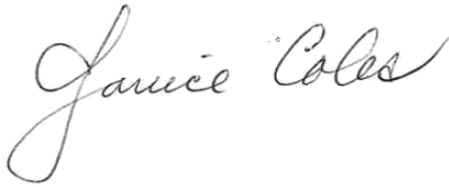
MOTION: 2022-94 THAT the Regular Meeting be adjourned.
MOVED BY: K. Dilorio
MOTION CARRIED.

The Regular Meeting adjourned at 7:06 pm.

11. Next Meeting / Upcoming Events

Official Launch of Robots – Thursday, July 21, 2022.

Board Meeting – Thursday, September 15, 2022, at 6:00 pm, format TBD



Chair



Secretary