

ST. CATHARINES PUBLIC LIBRARY BOARD

54 Church Street, St. Catharines, Ontario L2R 7K2
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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, June 17, 2021

Microsoft Teams

<u>Board:</u>	J. Coles K. Diiorio H. Findlay (Chair)	L. McDonald F. Sheikh (Vice-Chair) Councillor B. Williamson
<u>Regrets:</u>	V. De Luca S. Dimick	Councillor L. Littleton
<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>	C. Alvarez L. Dobson	M. Love J. Morales

The Regular Meeting of the St. Catharines Public Library Board was held on Thursday, June 17, 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 7.2 Land Acknowledgement – F. Sheikh

1.2 Adoption of Agenda

MOTION: 2021-81 THAT the Agenda be adopted as amended.
MOVED BY: L. McDonald
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

2. Chair's Remarks and Declarations of Interest

H. Findlay welcomed guests Carlos Alvarez and J. Morales, auditors from KPMG, LLP to the meeting. There were no declarations of interest.

3. Presentation

3.1 KPMG, LLP Auditors – C. Alvarez and J. Morales

C. Alvarez and J. Morales presented the draft Audited 2020 Financial Statements to the Board. They thanked the Library management team for ensuring a smooth audit.

MOTION: 2021-82 THAT the Board approve the Audited Financial Statements 2020.
MOVED BY: Councillor B. Williamson
SECONDED BY: K. Diiorio
MOTION CARRIED.

4. Adoption of Minutes

4.1 Regular Meeting – May 20, 2021

MOTION: 2021-83 THAT the Regular Meeting Minutes of May 20, 2021 be adopted.
MOVED BY: J. Coles
SECONDED BY: K. Diiorio
MOTION CARRIED.

4.2 Special Meeting – June 8, 2021

MOTION: 2021-84 THAT the Special Meeting Minutes of June 8, 2021 be adopted.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

5. Monthly Updates

5.1 St. Catharines City Council

Councillor B. Williamson reported that Council has approved that a portion of land next to the area of the Library plaza be deemed surplus and has been sold for development.

5.2 OLS Update

J. Coles reported that she has been researching on the OLS website and will report on a fall meeting when it is announced.

5.3 CEO Update – K. Su

K. Su updated the Board that he has applied to participate in the Library Data Repository working group. He was contacted by the Board Chair from Rodman Hall to develop a partnership with the Library; to catalogue and display their art pieces and collaborate in developing art programs. He will keep the Board informed on both initiatives.

K. Smith Curtis updated the Board that the City has selected a contractor to install fencing and gates to secure the perimeter of the underground parking garage by late August 2021. The Library will use a temporary drop box loaned from Kitchener Public Library until a new drop box can be constructed. The Library and the City are searching for a mutually acceptable solution to secure the Church Street walkway.

5.4 Department Updates – None

6. Consent Reports

6.1 Correspondence

The Board received the Correspondence as of June 11, 2021.

6.2 CEO Report – K. Su

The Board received the CEO Report.

6.3 Department Reports – April 2021

The Board received the Department Reports – May 2021.

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

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

6.5 Quarterly Progress Update on 2021 Work Plan (June) – K. Su

The Board received the Quarterly Progress Update on 2021 Work Plan (June).

MOTION: 2021-85 THAT the Consent Reports be received as circulated.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

7. Discussion Reports

7.1 Strategic Plan: Taking Stock – H. Findlay

H. Findlay thanked the Board for attending the Special Meeting of the Board on Tuesday, June 8, 2021 to discuss the Strategic Plan. Presenter, B. Fratarcangeli will follow-up with a report to the Board to be considered over the summer months in preparation for further discussions about whether to develop priorities for 2022, extend the current Strategic Plan, or to start the process to develop a new Plan.

8. In-Camera Session

8.1 Motion to Move In-Camera

MOTION: 2021-86 THAT the Regular Meeting move In-Camera.
MOVED BY: L. McDonald
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

The Regular Meeting moved In-Camera at 6:37 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: 2021-87 THAT the In-Camera Agenda be adopted.
MOVED BY: L. McDonald
SECONDED BY: K. Diiorio
MOTION CARRIED.

8.3 Adoption of In-Camera Minutes

8.3(a) In-Camera Session – May 20, 2021

MOTION: 2021-88 THAT the In-Camera Minutes of May 20, 2021 be adopted.
MOVED BY: J. Coles
SECONDED BY: K. Diiorio
MOTION CARRIED.

8.4 In-Camera Consent Reports

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

MOTION: 2021-89 THAT the In-Camera Consent Reports be received as circulated.
MOVED BY: F. Sheikh
SECONDED BY: L. McDonald
MOTION CARRIED.

8.5 In-Camera Discussion Reports

8.5(a) Exempt Compensation Report – L. Dobson & M. Love
The Board received a presentation by Marianne Love of ML Consulting.

MOTION: 2021-90 THAT the first four recommendations of the Exempt Compensation Report be adopted.
MOVED BY: L. McDonald
SECONDED BY: F. Sheikh
MOTION CARRIED.

MOTION: 2021-91 THAT the vacation entitlement framework be adjusted to move closer to the comparator group and returned to the Board at its September meeting.
MOVED BY: F. Sheikh
SECONDED BY: K. Diiorio
MOTION CARRIED.

8.6 Return to Open Session

MOTION: 2021-92 THAT the In-Camera Session return to Open Session.
MOVED BY: F. Sheikh
SECONDED BY: K. Diiorio
MOTION CARRIED.

The In-Camera Session returned to Open Session at 7:40 pm.

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

MOTION: 2021-93 THAT the Board adopt any Motions arising from the In-Camera Session.
MOVED BY: L. McDonald
SECONDED BY: J. Coles
MOTION CARRIED.

10. Motion to Adjourn

MOTION: 2021-94 THAT the Regular Meeting be adjourned.
MOVED BY: F. Sheikh
SECONDED BY: Councillor B. Williamson
MOTION CARRIED.

The Regular Meeting adjourned at 7:43 pm.

11. Next Meeting / Upcoming Events

Library Presentation to St. Catharines City Council – Date TBD
Board Meeting – Thursday, September 16, 2021, at 6:00 pm, by Microsoft Teams



Chair



Secretary