



St. Catharines Public Library Board

Regular Meeting Minutes

Thursday, October 17, 2024, 6:00 pm
Mills Room, Central Library & Microsoft Teams

Present:	M. Brousseau P. Clausi J. Coles (Chair) K. Diiorio	Councillor J. Lindal L. Littleton G. Riihimaki
Regrets:	S. Dimick (Vice-Chair)	Councillor G. Miller
Staff:	D. Bott (left at 7:24pm) L. DiDonato M. Haanstra (left at 7:24pm) L. Jenter (Recording Secretary)	A. Maciukas J. Spera (left at 7:24pm) K. Su (Secretary)

Chair calls Regular Meeting to order at 6:01 pm.

Lisa DiDonato reads the following SCPL Land Acknowledgment:

The land on which the Board meets today is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish with One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Metis, and Inuit Peoples. Acknowledging this is a reminder that our great standard of living is directly related to the resources and friendship of Indigenous people.

Adoption of Agenda

- 1.1 Additions/Deletions to Agenda
Add 8.5 (c) Property Matter – K. Su & L. DiDonato (verbal)
- 1.2 Adoption of Agenda

MOTION: 2024-116	THAT the Agenda be adopted as amended.
MOVED BY:	Councillor J. Lindal
SECONDED BY:	P. Clausi
MOTION CARRIED.	

2. Chair's Remarks & Declarations of Interest

The Chair welcomed the Board. There were no Declarations of Interest.

3. Presentations

4. Adoption of Minutes (attachment)

4.1 Regular Meeting – September 19, 2024

MOTION: 2024-117 THAT the Regular Meeting Minutes of September 19, 2024 be adopted.

MOVED BY: G. Riihimaki

SECONDED BY: L. Littleton

MOTION CARRIED.

5. Monthly Updates (verbal)

5.1 St. Catharines City Council

Councillor J. Lindal updated the Board about the City budget progress.

5.2 OLS Update –J. Coles

None

5.3 CEO Update – K. Su

The CEO updated the Board about the following:

- Port Grand Reopening – thanked the Board for attending the event at Port. The CEO had the opportunity to discuss with MP Bittle about the GICB Grant, which the Library has reapplied for.
- Budget – shared City deadlines for the 2026 budget, and the City's plans for a single year budget in 2027 followed by another multi-year budget.

5.4 Department Update – Melissa Broere and Jen Dell, Programming Librarians, Programming and Promotions

Staff presented to the Board highlighting the successful 2024 Summer programming and Summer Reading Club.

6. Consent Agenda

6.1 Correspondence

6.2 CEO Report – K. Su

6.3 Department Reports – September 2024

6.3(a) Customer Service – J. Spera & M. Haanstra

6.3(b) Innovation, Collections, and Technology – D. Bott

6.3(c) Programming & Promotions – H. Jones

6.3(d) Health & Safety – L. DiDonato

6.3(e) Reciprocal Borrowing – J. Spera

- 6.4 Financial Reports – L. DiDonato
 - 6.4(a) 2024 Financial Results and Forecast at September 30, 2024
 - 6.4(b) Endowment & Trust Statement at September 30, 2024
 - 6.4(c) Short-Term Investments Statement at September 30, 2024
- 6.5 Risk Management Semi-Annual Reporting – L. DiDonato
- 6.6 Holiday Social Brunch Closing – A. Maciukas

MOTION: 2024-118 THAT the Consent Agenda be received as circulated.
MOVED BY: M. Brousseau
SECONDED BY: K. Diorio
MOTION CARRIED.

7. Discussion Reports

- 7.1 2025-2028 Strategic Plan – J. Gunn & K. Su
Janet Gunn from Intent shared updates to the Strategic Plan. The Board requested minor additional updates. The Board discussed the Library's goal to engage the community.

MOTION: 2024-119 THAT the Board approve the 2025-2028 Strategic Plan as amended.
MOVED BY: Councillor J. Lindal
SECONDED BY: P. Clausi
MOTION CARRIED.

- 7.2 Annual Work Plan – K. Su
The Board received the Work Plan Goals for 2025 based on the new Strategic Plan. The Board discussed the plans for a new website.

MOTION: 2024-120 THAT the Board approve the 2025 Annual Work Plan.
MOVED BY: K. Diorio
SECONDED BY: G. Riihimaki
MOTION CARRIED.

- 7.3 Policy (G-26) Records & Information Management – L. Jenter
The Board received Policy (G-26) Records & Information Management with recommended amendments. The Board discussed the retention schedule.

MOTION: 2024-121 THAT the Board approve Policy (G-26) Records & Information Management as amended.
MOVED BY: L. Littleton
SECONDED BY: M. Brousseau
MOTION CARRIED.

7.4 Policy (G-10) Internet Use – D. Bott

The Board received Policy (G-10) Internet Use with recommended amendments. The Board requested additional language amendments and discussed the interpretation of the language.

MOTION: 2024-122 THAT the Board approve Policy (G-10) Internet Use as amended.

MOVED BY: M. Brousseau
SECONDED BY: Councillor J. Lindal
MOTION CARRIED.

8. **In-Camera Session**

8.1 In-Camera Agenda

8.1 (a) Additions/Deletions to In-Camera Agenda
Add 8.5 (c) Property Matter – K. Su

8.1 (b) Adoption of In-Camera Agenda

MOTION: 2024-123 THAT the In-Camera Agenda be adopted as amended.

MOVED BY: Councillor J. Lindal
SECONDED BY: P. Clausi
MOTION CARRIED.

8.2 Motion to Move In-Camera

MOTION: 2024-124 THAT the Regular Meeting move to In-Camera Session to discuss property matters.

MOVED BY: K. Diorio
SECONDED BY: G. Riihimaki
MOTION CARRIED.

D. Bott, M. Haanstra and J. Spera left the meeting at 7:24pm

The meeting moved to In-Camera Session at 7:25pm

8.6 Return to Open Session

MOTION: 2024-126 THAT the In-Camera Session return to Open Session
MOVED BY: K. Diorio
SECONDED BY: G. Riihimaki
MOTION CARRIED.

The Meeting returned to Open Session at 7:43pm

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

MOTION: 2024-127 THAT the Board approve the Staff recommendation related to the closed session report and the Board receive the information presented during the closed session.
MOVED BY: Councillor J. Lindal
SECONDED BY: P. Clausi
MOTION CARRIED.

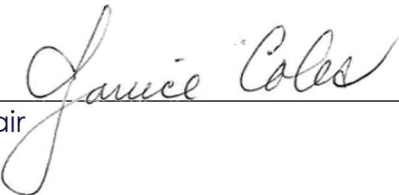
10. Motion to Adjourn


MOTION: 2024-128 THAT the Regular Meeting be adjourned.
MOVED BY: L. Littleton
SECONDED BY: N/A
MOTION CARRIED.

Meeting adjourned at 7:45pm.

11. Next Meeting / Upcoming Events

- Holiday Social – Sunday, November 10, 2024 at 11:00 am, Rockway Vineyards
- Board Meeting – Thursday, November 21, 2024 at 6:00 pm, Mills Room, Central Library & Microsoft Teams


Chair


Secretary