St. Catharines Public Library Board

Regular Meeting Minutes

Thursday, May 21, 2026, 6:00 pm
Mills Room, Central Library & Microsoft Teams

Present:	P. Clausi	L. Littleton
	J. Coles (Chair)	Councillor G. Miller (joined at 6:06pm)
	K. Diiorio	N. Olmstead
	S. Dimick (Vice-Chair)	G. Riihimaki
	Councillor J. Lindal	
Staff:	D. Bott (left at 7:23pm)	A. Maciukas (left at 7:24pm)
	L. DiDonato (left at 7:24pm)	S. Mannella (left at 7:23pm)
	L. Jenter (Recording Secretary) (left at 7:24pm)	J. Spera (left at 7:23pm)
	H. Jones (left at 7:23pm)	K. Su (Secretary)

Vice-Chair calls Regular Meeting to order at 6:00pm.

Lori Littleton 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.

1. Adoption of Agenda

1.1 Additions/Deletions to Agenda

Pull Item 5.6 Annual Report for discussion as Item 6.7.

1.2 Adoption of Agenda

MOTION: 2026-50 THAT the Agenda be adopted as amended.
MOVED BY: G. Riihimaki
SECONDED BY: N. Olmstead
MOTION CARRIED.

2. Chair's Remarks & Declarations of Interest

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

3. Adoption of Minutes (attachment)

3.1 Regular Meeting – April 16, 2026

MOTION: 2026-51 THAT the Regular Meeting Minutes of April 16, 2026 be adopted.
MOVED BY: K. Diiorio
SECONDED BY: L. Littleton
MOTION CARRIED.

4. Monthly Updates (verbal)

4.1 St. Catharines City Council – Councillor J. Lindal
Nothing to report

4.2 OLS Update – J. Coles
The Chair recommended Board Members review information from the Ontario Library Service for preparing for the 2026 municipal election.

4.3 CEO Update – K. Su
The CEO updated the Board about the following:

- **Community Needs Assessment** – Nordicity confirmed receiving 388 survey submissions as of May 19. The survey was extended to May 24 to target some additional responses.
- **Niagara Assertive Street Outreach (NASO) training** – 23 SCPL staff attended training from NASO workers about their initiatives. The Board inquired about naloxone training for staff, which is currently provided on a voluntary basis to staff.
- **Meeting with City** – the CEO and Business Administrator are scheduled to meet with City staff to discuss the Central Renovation.

Councillor G. Miller joined the meeting at 6:06pm

5. Consent Agenda

5.1 Correspondence
5.2 CEO Report – K. Su
5.3 Department Reports – April 2026
5.3 (a) Customer Service – J. Spera & M. Haanstra
5.3 (b) Innovation, Collections, and Technology – D. Bott
5.3 (c) Programming & Promotions – H. Jones
5.3 (d) Human Resources – A. Maciukas
5.3 (e) ILS Migration – D. Bott
5.3 (f) Quarterly Department Reports Q1 2026

5.4 Risk Management Semi Annual Reporting – L. DiDonato
5.5 Valuing SCPL 2025 Update – K. Su
5.6 Annual Report 2025 – K. Su
5.7 Library Board Recruitment Brochure – K. Su
5.8 2027 SCPL Capital Budget Update – L. DiDonato

MOTION: 2026-52 THAT the Consent Agenda be received as circulated except for Item 5.6 pulled for discussion.
MOVED BY: P. Clausi
SECONDED BY: J. Coles
MOTION CARRIED.

6. Discussion Reports

6.1 Policy (G-07) Code of Conduct – H. Jones
The Board received Policy (G-07) Code of Conduct with minor language amendments.

MOTION: 2026-53 THAT the Board approve Policy (G-07) Code of Conduct as amended.
MOVED BY: Councillor J. Lindal
SECONDED BY: Councillor G. Miller
MOTION CARRIED.

6.2 CULC Open Letter to Minister Williams - K. Su
The Board discussed the CULC open letter to the Minister Williams, addressing concerns regarding freedom to read and barriers to equitable access.

MOTION: 2026-54 THAT the Board:
i. endorse the Canadian Urban Libraries Council's open letter regarding Bill 28;
ii. reaffirm its commitment to intellectual freedom, customer privacy, equitable access to information, and the principle of local governance of public libraries, consistent with the Public Libraries Act of Ontario.

MOVED BY: L. Littleton
SECONDED BY: P. Clausi
MOTION CARRIED.

6.3 Audited Financial Statements, December 31, 2025 – L. DiDonato
The Board received the audited financial statements with the final post-employment benefit expense adjustment of $16,117.

MOTION: 2026-55 THAT the St. Catharines Public Library (SCPL) Board approve the audited financial statements for the year ending December 31, 2025.
MOVED BY: N. Olmstead
SECONDED BY: G. Riihimaki
MOTION CARRIED.

6.4 2027 St. Catharines Public Library Operating Budget – L. DiDonato
The Board received the proposed 2027 operating budget. The Board discussed the overall budget increase, including salary and benefits, the Merritt Branch lease, and reserve contributions. The Board also discussed budget for library materials, allowing staff with discretionary spending within the presented totals.

MOTION: 2026-56 THAT the St. Catharines Public Library (SCPL) Board approve, in principle, the 2027 Operating Budget for submission to the City of St. Catharines.
MOVED BY: K. Diiorio
SECONDED BY: P. Clausi
MOTION CARRIED.

6.5 Central Branch Renovation – K. Su & L. DiDonato
The Board received an update about the Central Branch Renovation plans. Staff submitted the 2026 Enhancing Access to Spaces for Everyone grant and began developing a phased renovation approach, initially focused on addressing key building concerns in the atrium and public washrooms, as identified in the Building Condition Assessment and the Asset Management Plan. The Board directed staff to get clarification from the City Clerk regarding City Council voting requirement for amended motions.

MOTION: 2026-57 THAT the St. Catharines Public Library (SCPL) Board request that the City of St. Catharines (City) Council release the $4.85 million included in the 2023 Approved Capital Budget be used to fund the Central Branch Renovation and Accessibility Improvement Project.
MOVED BY: L. Littleton
SECONDED BY: Councillor J. Lindal
MOTION CARRIED.

6.6 Endowment and Trust Request – L. DiDonato
The Board received Endowment and Trust request to furnish the Dr. Huq Branch patio area, enhancing the outdoor space to better serve the community.

MOTION: 2026-58 THAT the Board authorize the expenditure of up to $15,000 from the Endowment and Trust to enhance the patio area outside the Dr. Huq Branch.
MOVED BY: G. Riihimaki
SECONDED BY: N. Olmstead
MOTION CARRIED.

6.7 Annual Report – J. Coles

The Board recommended language updates to the proposed Annual Report, including adding the City contribution to the Social Return on Investment and providing a total cost savings through material circulation for customers.

MOTION: 2026-59 THAT the Board approve the Annual Report as adjusted.
MOVED BY: J. Coles
SECONDED BY: Councillor G. Miller
MOTION CARRIED.

7. In-Camera Session

7.1 In-Camera Agenda

7.1(a) Additions/Deletions to In-Camera Agenda

None

7.1(b) Adoption of In-Camera Agenda

MOTION: 2026-60 THAT the In-Camera Agenda be adopted.
MOVED BY: K. Diiorio
SECONDED BY: G. Riihimaki
MOTION CARRIED.

D. Bott, H. Jones, S. Mannella and J. Spera left the meeting at 7:23pm

7.2 Motion to Move In-Camera

MOTION: 2026-61 THAT the Regular Meeting move to In-Camera Session to discuss a personal matter.
MOVED BY: L. Littleton
SECONDED BY: N. Olmstead
MOTION CARRIED.

The meeting moved to In-Camera Session at 7:23pm.

L. DiDonato, L. Jenter and A. Maciukas left the meeting at 7:24pm

7.6 Return to Open Session

MOTION: 2026-63 THAT the In-Camera Session return to Open Session.
MOVED BY: J. Coles
SECONDED BY: N. Olmstead
MOTION CARRIED.

The Meeting returned to Open Session at 7:27pm.

8 Motion(s) Arising From In-Camera Session

MOTION: 2026-64 THAT the Board receive the information presented during the closed session.
MOVED BY: L. Littleton
SECONDED BY: K. Diiorio
MOTION CARRIED.

9. Motion to Adjourn

MOTION: 2026-65 THAT the Regular Meeting be adjourned.
MOVED BY: P. Clausi
SECONDED BY: N/A
MOTION CARRIED.

Meeting adjourned at 7:28pm.

11. Next Meeting / Upcoming Events

OneRead, OneSTC: Terry Fallis & The Marionette – Thursday, June 11, 2026 at 6:30pm, Lockview Lounge, St. Catharines Museum & Welland Canal Centre
(Registration required)

Board Meeting – Thursday, June 18, 2026 at 6:00 pm, Room 115, Central Library & Microsoft Teams

Janice Coles
Chair

Secretary