



# St. Catharines Public Library Board

## Regular Meeting Minutes

Thursday, May 15, 2025, 6:00 pm  
Mills Room, Central Library & Microsoft Teams

**Present:** P. Clausi  
J. Coles (Chair)  
K. Diiorio (joined at 6:08pm)  
S. Dimick (Vice-Chair)  
(joined at 6:02pm)  
L. Littleton  
Councillor G. Miller (joined at 6:02pm)  
N. Olmstead  
G. Riihimaki

**Regrets:** Councillor J. Lindal

**Staff:** D. Bott (left 6:32pm, returned 6:48pm)  
L. DiDonato  
M. Haanstra (left 6:01pm, returned 6:48pm)  
L. Jenter (Recording Secretary)  
(left 6:44pm, returned 6:48pm)  
H. Jones (left 6:01pm, returned 6:48pm)  
A. Maciukas (left 6:32pm, returned 6:48pm)  
S. Mannella (left 6:01pm, returned 6:48pm)  
J. Spera (left 6:01pm, returned 6:48pm)  
K. Su (Secretary)

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

G. Riihimaki 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  
Move In-Camera Session to Item 2

1.2 Adoption of Agenda

**MOTION: 2025-55**  
**MOVED BY:**

THAT the Agenda be adopted as amended.  
G. Riihimaki

**SECONDED BY:** L. Littleton  
**MOTION CARRIED.**

## **2. In-Camera Session**

### **2.1 In-Camera Agenda**

2.1(a) Additions/Deletions to In-Camera Agenda  
Add 2.5(a) Financial Matter – D. Bott, K. Su and L. DiDonato

2.1(b) Adoption of In-Camera Agenda

**MOTION: 2025-56** THAT the In-Camera Agenda be adopted as amended.  
**MOVED BY:** P. Clausi  
**SECONDED BY:** N. Olmstead  
**MOTION CARRIED.**

M. Haanstra H. Jones, S. Mannella, and J. Spera left the meeting at 6:01pm.

### **2.2 Motion to Move In-Camera**

**MOTION: 2025-57** THAT the Regular Meeting move to In-Camera Session to discuss legal matters.  
**MOVED BY:** G. Riihimaki  
**SECONDED BY:** L. Littleton  
**MOTION CARRIED.**

The meeting moved to In-Camera Session at 6:02pm.

S. Dimick and Councillor G. Miller joined the meeting at 6:02pm.

K. Diorio joined the meeting at 6:08pm

D. Bott and A. Maciukas left the meeting at 6:32pm

L. Jenter left the meeting at 6:44pm.

### **2.6 Return to Open Session**

**MOTION: 2025-59** THAT the In-Camera Session return to Open Session.  
**MOVED BY:** N. Olmstead  
**SECONDED BY:** L. Littleton  
**MOTION CARRIED.**

The Meeting returned to Open Session at 6:47pm.

### 3. Motion(s) Arising From In-Camera Session

**MOTION: 2025-60** THAT the Board receive the information presented during the closed session and approve the Staff recommendations related to the closed session report.

**MOVED BY:** L. Littleton  
**SECONDED BY:** N. Olmstead  
**MOTION CARRIED.**

D. Bott, M. Haanstra, L. Jenter, H. Jones, A. Maciukas, S. Mannella, and J. Spera returned to the meeting at 6:48pm.

### 4. Chair's Remarks & Declarations of Interest

There were no Declarations of Interest.

### 5. Presentations

5.1 Audited Financial Statements, December 31, 2024 – Paul Ciapanna, CPA, CA, Partner, Audit and Jodie Nesbit, CPA, CA, Manager, Audit, KPMG LLP

The Board received a presentation of the audited financial statements from KPMG. The Board discussed the presented deficit based on amortization adjustments.

**MOTION: 2025-61** THAT the Board receive the presentation and approve the audited financial statements for the St. Catharines Public Library Board for the year ending December 31, 2024 as presented.

**MOVED BY:** K. Diiorio  
**SECONDED BY:** L. Littleton  
**MOTION CARRIED.**

5.2 Central Renovation - Tina Ranieri-D'Ovidio, Principal Architect, ward99 architects inc.

The Board received a presentation of the Central Renovation detailed design development phase, outlining updates to the drawings. The Board discussed the design features, financial impact, and safety concerns.

### 6. Adoption of Minutes (attachment)

6.1 Regular Meeting – April 16, 2025

**MOTION: 2025-62** THAT the Regular Meeting Minutes of April 16, 2025 be adopted.

**MOVED BY:** G. Riirimaki  
**SECONDED BY:** Councillor G. Miller  
**MOTION CARRIED.**

## **7. Monthly Updates (verbal)**

- 7.1 St. Catharines City Council – Councillor G. Miller  
Public space bylaw has been approved by City Council restricting homeless encampment locations.
- 7.2 OLS Update – J. Coles  
The Chair provide an update regarding the OLS webinar on the topic of Strong Mayor Powers and the implications for libraries.
- 7.3 CEO Update – K. Su and L. DiDonato  
The CEO updated the Board about the following:
- Fall Board Retreat – Niagara CEOs are working with OLS to plan a Board retreat for the fall, aimed at ensuring a smooth transition into the next Board term. The retreat is expected to take place in October or November.
  - Merritton Pharmacy Holds Locker – CEO was able to connect with the Pharmacy landlord who shared concerns about liability. The Library is willing to name landlord on the insurance. Depending on the resolution, the Library may need to explore alternate options.
  - Merritt Branch Construction – The exterior entrance is expected to be completed in coming weeks. The demolition of the wall between units and permit process is ongoing. Furniture and flooring will be delivered in early June and stored on site before installation. Current landlord has agreed to the extension to the end of July.
- 7.4 Department Update – Indigenous Library Services – D. Bott, H. Jones, and J. Spera  
The Board received a presentation from Staff about the Indigenous information and services in the Library collection, customer service, and programming. Staff addressed recent challenges and future opportunities. The Board thanked the Staff for the information and encouraged continued education and partnerships.

## **8. Consent Agenda**

- 8.1 Correspondence
- 8.2 CEO Report – K. Su
- 8.3 Department Reports – April 2025
- 8.3(a) Customer Service – J. Spera & M. Haanstra
  - 8.3(b) Innovation, Collections, and Technology – D. Bott
  - 8.3(c) Programming & Promotions – H. Jones
- 8.4 December 31, 2024 Financial Statement Reconciliation – L. DiDonato
- 8.5 Valuing SCPL 2024 Update – K. Su

**MOTION: 2025-63**  
**MOVED BY:**  
**SECONDED BY:**  
**MOTION CARRIED.**

THAT the Consent Agenda be received as circulated.  
S. Dimick  
Councillor G. Miller

## 9. Discussion Reports

### 9.1 Policy (G-09) Artificial Intelligence Use – K. Su

The Board received Policy (G-09) Artificial Intelligence Use with revisions. The Board recommended additional amendments for clarity and scheduled the policy for review in May 2026.

**MOTION: 2025-64** THAT the Board approve Policy (G-09) Artificial Intelligence Use as amended.  
**MOVED BY:** N. Olmstead  
**SECONDED BY:** P. Clausi  
**MOTION CARRIED.**

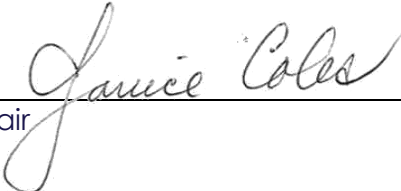
## 10. Motion to Adjourn

**MOTION: 2025-65** THAT the Regular Meeting be adjourned.  
**MOVED BY:** K. Diiorio  
**SECONDED BY:** N/A  
**MOTION CARRIED.**

Meeting adjourned at 8:07pm.

## 11. Next Meeting / Upcoming Events

Board Meeting – Thursday, June 12, 2025 at 6:00 pm, Mills Room, Central Library & Microsoft Teams

  
Chair

  
Secretary