

# 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, January 23, 2020  
Board Room

<u>Present:</u>	V. De Luca H. Findlay (Chair) Councillor L. Littleton L. McDonald	F. Sheikh (Vice-Chair) S. Tromanhauser Councillor B. Williamson
<u>Regrets:</u>	K. Tribble	
<u>Staff:</u>	D. Andrusko D. Bott N. Bryans (Recording Secretary) A. McKenzie	K. Smith Curtis J. Spera K. Su (Secretary)
<u>MZE Architects:</u>	Greg Redden	Stuart McIntosh

The Regular Meeting of the St. Catharines Public Library Board was held on Thursday, January 23, 2020 at the Central Library. The Chair called the Regular Meeting to order at 6:15 pm.

### 1. Adoption of Agenda

#### 1.1 Additions/Deletions to the Agenda

None

#### 1.2 Adoption of the Agenda

**MOTION: 2020-03** THAT the Agenda be adopted.

**MOVED BY:** S. Tromanhauser

**SECONDED BY:** F. Sheikh

**MOTION CARRIED.**

### 2. Declarations of Interest

None

### 3. Presentation

#### 3.1 Central Library Infrastructure Space Plan – Presentation by MZE Architects

Greg Redden and Stuart McIntosh from MZE Architects presented their Interim Report on the Central Library Infrastructure Space Plan. Their power-point presentation outlined their work to suggest improvements to the physical space, to increase flexibility in both customer spaces and operational areas, and to generate ideas for the enhancement and enrichment of the Central Library within the community.

**4. Adoption of Minutes**

4.1 Regular Meeting – November 21, 2019

**MOTION: 2020-04** THAT the Minutes of November 21, 2019 be adopted.  
**MOVED BY:** Councillor L. Littleton  
**SECONDED BY:** S. Tromanhauser  
**MOTION CARRIED.**

**5. Consent Reports**

5.1 Correspondence

The Board requested Item 5.1 Correspondence be removed from the Consent Reports and moved to Item 6.7 in the Discussion Reports.

5.2 Chief Executive Officer's Report – K. Su

5.3 Department Reports and Statistics – November & December 2019

5.4 Finance Reports

5.4(a) 2019 Operating Budget Statement

5.4(b) Endowment and Trust Fund Statement

5.4(c) Short Term Investments

5.5 Strategic Plan Review – K. Su

5.6 Payroll and Scheduling Transition – Update – K. Su

**MOTION: 2020-05** THAT the Consent Reports be received as circulated, except for Item 5.1 Correspondence brought forward for discussion.

**MOVED BY:** S. Tromanhauser

**SECONDED BY:** F. Sheikh

**MOTION CARRIED.**

**6. Discussion Reports**

6.1 St. Catharines City Council

Councillor B. Williamson reported that City Council will be adding the clean-up of the former General Motors site to future Agendas. The City is dealing with the on-going work of graffiti clean-up. In the City's 2020 Operating Budget, \$350,000 was designated for a pilot project for a City team to tackle needle pick-up and clean-up of City parks and public spaces and to perform outreach to those experiencing homelessness and addictions. Discussion ensued.

6.2 SOLS Report

None

6.3 St. Catharines Public Library Board By-Law Number 1 – K. Su

K. Su outlined his written report recommending updates to the St. Catharines Public Library Board By-Law Number 1. Discussion ensued.

**MOTION: 2020-06** THAT the Board approve the amended St. Catharines Public Library Board By-Law Number 1.

**MOVED BY:** S. Tromanhauser

**SECONDED BY:** V. DeLuca

**MOTION CARRIED.**

6.4 Board Meeting Dates 2020 – K. Su

The Board received a written report. Discussion ensued. The Board decided not to change the previously approved meeting dates for 2020.

- 6.5 Coldest Night of the Year – S. Tromanhauser  
S. Tromanhauser reported that the *Coldest Night of the Year*, a family-friendly walk that raises money for charities serving hungry, homeless, and hurting people in our community, is scheduled for Saturday, February 22, 2020. She suggested that it would be beneficial for the Library to participate. K. Su will be the Library's Team Captain.
- 6.6 Pelham Public Library – K. Su  
K. Su updated the Board about the Pelham Public Library's invitation to attend their Board meeting on Wednesday, January 22, 2020. The issue of concern was the Town of Pelham Council's instruction to the Pelham Public Library Board to appoint a City employee as the Acting Library CEO on a six-month interim basis. A copy of a letter of support from Lincoln Public Library to Pelham Public Library was circulated. Discussion ensued.
- 6.7 Correspondence – K. Su  
K. Su updated the Board about Ruth Unrau's resignation from the Board. He outlined the next steps for receiving applications for a new Board member.

## 7. In-Camera Session

### 7.1 Motion to Move In-Camera

**MOTION: 2020-07**      THAT the Regular Meeting move In-Camera.  
**MOVED BY:**            S. Tromanhauser  
**SECONDED BY:**        F. Sheikh  
**MOTION CARRIED.**

The Regular Meeting moved In-Camera at 8:10 pm.

### 7.2 Adoption of In-Camera Agenda

7.2(a) Additions/Deletions to In-Camera Agenda  
None

### 7.2(b) Adoption of In-Camera Agenda

**MOTION: 2020-08**      THAT the In-Camera Agenda be adopted.  
**MOVED BY:**            S. Tromanhauser  
**SECONDED BY:**        Councillor B. Williamson  
**MOTION CARRIED.**

### 7.3 Adoption of In-Camera Minutes

#### 7.3(a) In-Camera Session – November 21, 2019

**MOTION: 2020-09**      THAT the In-Camera Minutes of November 21, 2019  
be adopted.  
**MOVED BY:**            Councillor L. Littleton  
**SECONDED BY:**        Councillor B. Williamson  
**MOTION CARRIED.**

### 7.4 In-Camera Consent Reports

7.4(a) Correspondence  
None

7.4(b) Donation – K. Smith Curtis  
The Board received a written report about a donation.

7.4(c) Legal Matter – K. Smith Curtis

The Board requested Item 7.4(c) Legal Matter be removed from the In-Camera Consent Reports and moved to Item 7.5(a) in the In-Camera Discussion Reports.

**MOTION: 2020-10** THAT the In-Camera Consent Reports be received as circulated, except for Item 7.4(c) Legal Matter brought forward for discussion.

**MOVED BY:** S. Tromanhauser

**SECONDED BY:** L. McDonald

**MOTION CARRIED.**

7.5 In-Camera Discussion Reports

7.5(a) Legal Matter

The Board received a written report about a legal matter and K. Smith Curtis provided an update.

7.6 Return to Open Session

**MOTION: 2020-11** THAT the In-Camera Session return to Open Session.

**MOVED BY:** L. McDonald

**SECONDED BY:** S. Tromanhauser

**MOTION CARRIED.**

The In-Camera Session returned to Open Session at 8:25 pm.

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

None

9. Motion to Adjourn

**MOTION: 2020-12** THAT the Regular Meeting be adjourned.

**MOVED BY:** V. DeLuca

**SECONDED BY:** Councillor B. Williamson

**MOTION CARRIED.**

The Regular Meeting adjourned at 8:25 pm.

10. Next Meeting / Upcoming Events

Board Meeting – Thursday, February 20, 2020 at 5:30 pm in the Board Room

Chair



Secretary

