



# St. Catharines Public Library Board

## Regular Meeting Minutes

Thursday, January 15, 2026, 6:00 pm  
Microsoft Teams

**Present:** J. Coles (Chair) Councillor G. Miller  
S. Dimick (Vice-Chair) N. Olmstead  
L. Littleton G. Riihimaki

**Regrets:** P. Clausi Councillor J. Lindal  
K. Diiorio

**Staff:** D. Bott (left at 6:38pm) S. Mannella (left at 6:38pm)  
L. DiDonato (left at 6:42pm) A. Maciukas (left at 6:42pm)  
M. Haanstra (left at 6:42pm) J. Spera (left at 6:42pm)  
L. Jenter (Recording Secretary) K. Su (Secretary)  
(left at 6:42pm)  
H. Jones (left at 6:38pm)

Chair calls Regular Meeting to order at 6:02pm.

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

Move Item 5.1 Correspondence to 6.1.

Move Item 5.3(b) Innovation, Collections, and Technology Report to 6.2.

Items originally listed as 6.1, 6.2, 6.3, 6.4 were deferred and renumbered as 6.3, 6.4, 6.5, 6.6.

#### 1.2 Adoption of Agenda

**MOTION: 2026-01**

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 Chair welcomed the Board and thanked staff for setting up virtual meeting. There were no Declarations of Interest.

## 3. Adoption of Minutes (attachment)

### 3.1 Regular Meeting – November 20, 2025

**MOTION: 2026-02** THAT the Regular Meeting Minutes of November 20, 2025 be adopted.

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

## 4. Monthly Updates (verbal)

### 4.1 St. Catharines City Council – Councillor G. Miller

Councillor G. Miller shared that the City approved the Downtown Stabilization, Safety and Reinvestment Plan to address issues and encourage more people to use the downtown core.

### 4.2 CEO Update – K. Su

The CEO updated the Board about the following:

- **Central Renovation** – CEO is working with the architect to provide a quote for the updated plans. The architect anticipates the new estimate from the engineers would be available by April.
- **Central Third Floor** – Library staff have relocated from the third floor. Three open houses are scheduled in the coming weeks, with invitations distributed to Niagara non-profit organizations and charities.

## 5. Consent Agenda

- 5.1 Correspondence
- 5.2 CEO Report – K. Su
- 5.3 Department Reports – November & December 2025
  - 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) Health & Safety – L. DiDonato
- 5.4 Quarterly Progress Update on 2025 Work Plan (Q4) – K. Su

5.5 Employee Succession Plan – A. Maciukas

**MOTION: 2026-03** THAT the Consent Agenda be received as circulated except for Items 5.1 and 5.3(b) pulled for discussion.  
**MOVED BY:** N. Olmstead  
**SECONDED BY:** S. Dimick  
**MOTION CARRIED.**

**6. Discussion Reports**

6.1 Correspondence – J. Coles

The Chair raised concerns regarding the graph detailing checkouts by type. The Board directed staff to separate the data to improve specificity. The CEO will circulate the revised version to the Board prior to submission to City Council.

6.2 Innovation, Collections, and Technology Department Report – D. Bott

The Chair requested that an updated Borrowing Policy, incorporating the revised loan periods detailed in the ICT Department Report, be submitted to the Board in February.

6.3 Policy (G-04) Collection Management – D. Bott

The Board received Policy (G-04) Collection Management with amendments recommended from the November Board Meeting. The Board discussed AI material transparency and made additional amendments to the language regarding cataloguing.

**MOTION: 2026-04** THAT the Board approve Policy (G-04) Collection Management as amended.  
**MOVED BY:** G. Riihimaki  
**SECONDED BY:** N. Olmstead  
**MOTION CARRIED.**

6.4 Policy (G-13) Occupational Health and Safety – A. Maciukas

The Board received Policy (G-13) Occupational Health and Safety with minor amendments, including the removal of the Terms of Reference appendix.

**MOTION: 2026-05** THAT the Board approve Policy (G-13) Occupational Health and Safety.  
**MOVED BY:** S. Dimick  
**SECONDED BY:** N. Olmstead  
**MOTION CARRIED.**

6.5 Policy (P-01) Workplace Violence and Harassment – A. Maciukas

The Board received Policy (P-01) Workplace Violence and Harassment with amendments including additional reference to cyberbullying.

**MOTION: 2026-06** THAT the Board approve Policy (P-01) Workplace Violence and Harassment.

**MOVED BY:** Councillor G. Miller

**SECONDED BY:** L. Littleton

**MOTION CARRIED.**

6.6 Policy (G-20) Video Surveillance – D. Bott

The Board received Policy (G-20) Video Surveillance with minor amendments.

**MOTION: 2026-07** THAT the Board approve Policy (G-20) Video Surveillance.

**MOVED BY:** G. Riihimaki

**SECONDED BY:** S. Dimick

**MOTION CARRIED.**

## 7. In-Camera Session

### 7.1 In-Camera Agenda

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

Add 7.5 (a) Legal Matter

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

**MOTION: 2026-08** THAT the In-Camera Agenda be adopted as amended.

**MOVED BY:** L. Littleton

**SECONDED BY:** G. Riihimaki

**MOTION CARRIED.**

D. Bott, H. Jones, and S. Mannella left the meeting at 6:38pm.

### 7.2 Motion to Move In-Camera

**MOTION: 2026-09** THAT the Regular Meeting move to In-Camera Session to discuss personnel and legal matters.

**MOVED BY:** S. Dimick

**SECONDED BY:** Councillor G. Miller

**MOTION CARRIED.**

The meeting moved to In-Camera Session at 6:38pm.

### 7.6 Return to Open Session

**MOTION: 2026-11** THAT the In-Camera Session return to Open Session.

**MOVED BY:** Councillor G. Miller  
**SECONDED BY:** N. Olmstead  
**MOTION CARRIED.**

L. DiDonato, M. Haanstra, L. Jenter, A. Maciukas, and J. Spera left the meeting at 6:42pm

The Meeting returned to Open Session at 6:45pm.

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

**MOTION: 2026-12** THAT the Board receive the information presented during the closed session and that the Board proceed as directed during the closed session.  
**MOVED BY:** S. Dimick  
**SECONDED BY:** L. Littleton  
**MOTION CARRIED.**

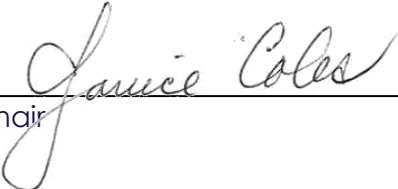
### 9. Motion to Adjourn

**MOTION: 2026-13** THAT the Regular Meeting be adjourned.  
**MOVED BY:** G. Riihimaki  
**SECONDED BY:** N/A  
**MOTION CARRIED.**

Meeting adjourned at 6:46pm.

### 10. Next Meeting / Upcoming Events

Board Meeting – Thursday, February 19, 2026 at 6:00 pm, Mills Room, Central Library & Microsoft Teams

  
Chair

  
Secretary