



# St. Catharines Public Library Board

## Regular Meeting Minutes

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

**Present:** P. Clausi  
J. Coles (Chair)  
K. Diiorio  
S. Dimick (Vice-Chair)  
Councillor J. Lindal (left at 7:49pm)  
L. Littleton  
N. Olmstead  
G. Riihimaki

**Regrets:** Councillor G. Miller

**Staff:** D. Bott (left at 7:21pm)  
L. DiDonato  
M. Haanstra (left at 7:10pm)  
L. Jenter (Recording Secretary)  
H. Jones (left at 7:10pm )  
A. Maciukas  
S. Mannella (left at 7:10pm)  
J. Spera (left at 7:10pm)  
K. Su (Secretary)

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

L. 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  
Item 7.3 moved to the In-Camera Session as 8.5(a) Planning Matter

1.2 Adoption of Agenda

**MOTION: 2025-66** THAT the Agenda be adopted as amended.  
**MOVED BY:** L. Littleton  
**SECONDED BY:** Councillor J. Lindal  
**MOTION CARRIED.**

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

The Chair wished Board Members a good summer break and reminded the Board that any summer meeting will be held on Teams. There were no Declarations of Interest.

## 3. Presentations

3.1 Fundraising Feasibility Study – Martin van Zon, President, and Lee Zhang, Director, Interkom

The Board received a presentation of the results of the fundraising feasibility study for the Central Renovation. The Board discussed converting the positive feedback from the study into committed donors.

## 4. Adoption of Minutes (attachment)

4.1 Regular Meeting – May 15, 2025

**MOTION: 2025-67**                      THAT the Regular Meeting Minutes of May 15, 2025 be adopted.

**MOVED BY:**                              K. Diiorio

**SECONDED BY:**                        G. Riihimaki

**MOTION CARRIED.**

## 5. Monthly Updates (verbal)

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

5.2 OLS Update – J. Coles  
The Chair provided an update from the Board Assembly Meeting from June 10. The Chair reminded the Board of its advocacy role, shared details about new training opportunities from OLS, and provided a reminder about the virtual conference scheduled for November 20. Roundtable discussion included shared incident and security experiences, Strong Mayor Powers, CEO evaluation, and capital fundraising.

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

- Merritt Branch Renovation – Construction permit has been received, construction has begun, and furniture and equipment deliveries have started to arrive. The Library anticipates a soft opening in mid to late August and grand opening event in September.

- Merritt Branch Lease – Landlord has agreed to extend the lease to the end of July. Thursday, July 24 will be the final open day at that location, with packing commencing on the last week of July.
- Merrittton Holds Locker – Home Hardware will be the site of the new holds locker. The Library anticipates opening the lockers in July.
- Niagara CEOs meeting – Niagara CEOs began planning the Board retreat, tentatively scheduled for the morning of Saturday, November 1.
- Special Announcement - Premier Ford is coming to make a special announcement at the Library on June 18

5.4 Department Update – Merritt Branch Renovations – S. Mannella

The Board received a presentation of the progress made on renovations at the future Merritt Branch at the Niagara Pen Centre.

## 6. Consent Agenda

- 6.1 CEO Report – K. Su
- 6.2 Department Reports – May 2025
  - 6.2(a) Customer Service – J. Spera & M. Haanstra
  - 6.2(b) Innovation, Collections, and Technology – D. Bott
  - 6.2(c) Programming & Promotions – H. Jones
  - 6.2(d) Facilities – S. Mannella
  - 6.2(e) HR – Performance Review Document Update – A. Maciukas
- 6.3 2024 Annual Report – K. Su
- 6.4 Quarterly Progress Update on 2025 Work Plan (Q2) – K. Su
- 6.5 SCPL Marketing and Communications Plan – H. Jones

**MOTION: 2025-68**                      THAT the Consent Agenda be received as circulated.  
**MOVED BY:**                      S. Dimick  
**SECONDED BY:**                  P. Clausi  
**MOTION CARRIED.**

## 7. Discussion Reports

- 7.1 Policy (G-05) Meeting Rooms – L. DiDonato  
The Board received Policy (G-05) Meeting Room with amendments for advertised events at our Library. The Board requested an additional language amendment.

**MOTION: 2025-69**                      THAT the Board approve Policy (G-05) Meeting Rooms as amended.  
**MOVED BY:**                      N. Olmstead  
**SECONDED BY:**                  Councillor J. Lindal  
**MOTION CARRIED.**

7.2 2025-2026 Operating Budgets Update – K. Su and L. DiDonato

The Board received recommendation to request additional budgetary funding from the City. The Board requested clarification on agreed absorbed budgetary increases beyond the municipal contribution funding request.

**MOTION: 2025-70** THAT the St. Catharines Public Library (SCPL) Board direct staff to update the City of St. Catharines (City) of the proposed municipal contribution funding increase of \$120,000 for the 2026 Operating Budget and request that the increase be incorporated into the 2026 reconfirmation budget, to be presented to Council on October 15, 2025.

**MOVED BY:** L. Littleton

**SECONDED BY:** K. Diiorio

**MOTION CARRIED.**

**8. In-Camera Session**

8.1 In-Camera Agenda

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

None

8.1 (b) Adoption of In-Camera Agenda

**MOTION: 2025-71** THAT the In-Camera Agenda be adopted as amended.

**MOVED BY:** G. Riihimaki

**SECONDED BY:** S. Dimick

**MOTION CARRIED.**

M. Haanstra H. Jones, S. Mannella, and J. Spera left the meeting at 7:10pm.

8.2 Motion to Move In-Camera

**MOTION: 2025-72** THAT the Regular Meeting move to In-Camera Session to discuss planning matters.

**MOVED BY:** P. Clausi

**SECONDED BY:** N. Olmstead

**MOTION CARRIED.**

The meeting moved to In-Camera Session at 7:11pm.

D. Bott left the meeting at 7:21pm.

Councillor J. Lindal left the meeting at 7:49pm

### 8.3 Return to Open Session

**MOTION: 2025-74** 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 7:54pm.

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

**MOTION: 2025-75** THAT the Board approve the Staff recommendation related to the closed session report and that the Board receive the information presented during the closed session.  
**MOVED BY:** K. Diiorio  
**SECONDED BY:** G. Riirimaki  
**MOTION CARRIED.**

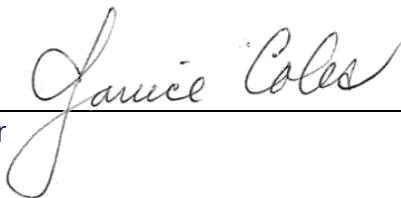
### 10. **Motion to Adjourn**

**MOTION: 2025-76** THAT the Regular Meeting be adjourned.  
**MOVED BY:** S. Dimick  
**SECONDED BY:** N/A  
**MOTION CARRIED.**

Meeting adjourned at 7:55pm.

### 11. **Next Meeting / Upcoming Events**

Board Meeting – Thursday, September 18, 2025 at 6:00 pm, Mills Room, Central Library & Microsoft Teams

Chair 

Secretary 