



# St. Catharines Public Library Board

## Regular Meeting Minutes

Thursday, March 20, 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  
L. Littleton  
G. Riihimaki

**Regrets:** Councillor G. Miller

**Staff:** D. Bott (left at 7:46pm)  
L. DiDonato  
M. Haanstra (left at 7:46pm)  
L. Jenter (Recording Secretary)  
A. Maciukas  
S. Mannella (left at 7:46pm)  
J. Spera (left at 7:46pm)  
K. Su (Secretary)

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

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  
Pull item 6.1 CEO Report for discussion as item 7.4

1.2 Adoption of Agenda

**MOTION: 2025-31** THAT the Agenda be adopted as amended.  
**MOVED BY:** Councillor J. Lindal  
**SECONDED BY:** S. Dimick  
**MOTION CARRIED.**

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

There were no Declarations of Interest.

## 3. Presentation

- 3.1 Asset Management – Eric Goforth, Senior Associate, Advisory Services, SLBC Inc.

The Board received a presentation of the SCPL Asset Management Plan 2025. The Board discussed the municipal and provincial comparable averages, the building components owned by the Library, and the condition assessment of the collection.

**MOTION: 2025-32**                      THAT the Board receive the Asset Management presentation.

**MOVED BY:**                              S. Dimick

**SECONDED BY:**                        G. Riihimaki

**MOTION CARRIED.**

## 4. Adoption of Minutes (attachment)

- 4.1 Regular Meeting – February 20, 2025

**MOTION: 2025-33**                      THAT the Regular Meeting Minutes of February 20, 2025 be adopted.

**MOVED BY:**                              K. Diiorio

**SECONDED BY:**                        L. Littleton

**MOTION CARRIED.**

## 5. Monthly Updates (verbal)

- 5.1 St. Catharines City Council

Councillor J. Lindal provided an update from City Council regarding the new Library Board Member.

- 5.2 CEO Update – K. Su and L. DiDonato

The CEO updated the Board about the following:

- Recycling Collection – the Library will work with the City to mitigate any disruption to recycling collection.
- Inclusive Community Grant – the Library has received 80% of the Inclusive Community Grant for the Merritt Relocation Project, with the remainder to be received upon completion of the project.
- City Accessibility Committee – the Library will be presenting to the Committee on March 26, 2025 regarding the layout for the new Merritt Branch location.
- Port Library Timeline – two members of the St. Catharines Historical Society are reviewing recommended changes to the Timeline.

- Parking Garage & Security – the new bookdrop has been installed and IT is completing final testing on the license plate reader. The garage is anticipated to close on April 16, 2025 to permit and accessible parking only to mitigate security risks.
- Merritt Branch at Pen Centre – the permit has been approved for the new entrance to the Branch. SCPL has implemented contingency plans for the current Merritt Branch location. The Board discussed the naming and branding for the new location.

## 6. Consent Agenda

- 6.1 CEO Report – K. Su
- 6.2 Department Reports – February 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
- 6.3 Quarterly Progress Update on 2025 Work Plan (Q1) – K. Su

**MOTION: 2025-34** THAT the Consent Agenda be received as circulated except for Item 6.1 CEO Report pulled for Discussion.

**Moved by:** P. Clausi

**SECONDED BY:** Councillor J. Lindal

**MOTION CARRIED.**

## 7. Discussion Reports

- 7.1 Policy (G-24) Children and Teens in the Library – J. Spera  
The Board received Policy (G-24) Children and Teens in the Library. The Board recommended minor amendments for clarity and continuity of language.

**MOTION: 2025-35** THAT the Board approve Policy (G-24) Children and Teens in the Library as amended.

**Moved by:** L. Littleton

**SECONDED BY:** K. Diiorio

**MOTION CARRIED.**

- 7.2 Policy (F-06) Naming – K. Su  
The Board received Policy (F-06) Naming with revisions based on requested amendments. The Board discussed the content of the policy, the implications of the donor business parameters, and the creation of an appendix to clarify donation values. The Board approved the Policy with a minor amendment and scheduled review in September 2025.

**MOTION: 2025-36** THAT the Board approve the Policy (F-06) Naming as amended.

**Moved by:** G. Riihimaki

**SECONDED BY:** S. Dimick

**MOTION CARRIED.**

**5 in favour/2 opposed**

7.3 SCPL Asset Management Plan 2025 – L. DiDonato

The Board received the SCPL Asset Management Plan 2025.

**MOTION: 2025-37**

THAT the St. Catharines Public Library (SCPL) Board approve the SCPL 2025 Asset Management Plan.

**MOVED BY:**

P. Clausi

**SECONDED BY:**

Councillor J. Lindal

**MOTION CARRIED.**

7.4 CEO Report – K. Su

The Board discussed options for Indigenous training programs, recommending K. Diorio connect with Board of Education Indigenous consultants to provide a presentation at a future Board Meeting. Staff will present about Indigenous programs, collections and services at SCPL in May 2025.

**8. In-Camera Session**

8.1 In-Camera Agenda

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

Add 8.5(a) Nominating Committee Update – K. Su

8.1(b) Adoption of In-Camera Agenda

**MOTION: 2025-38**

THAT the In-Camera Agenda be adopted as amended.

**MOVED BY:**

L. Littleton

**SECONDED BY:**

K. Diorio

**MOTION CARRIED.**

D. Bott, M. Haanstra, S. Mannella, and J. Spera left the meeting at 7:46pm.

8.2 Motion to Move In-Camera

**MOTION: 2025-39**

THAT the Regular Meeting move to In-Camera Session to discuss personnel matters.

**MOVED BY:**

S. Dimick

**SECONDED BY:**

Councillor J. Lindal

**MOTION CARRIED.**

The meeting moved to In-Camera Session at 7:47pm.

8.6 Return to Open Session

**MOTION: 2025-41**

THAT the In-Camera Session return to Open Session.

**MOVED BY:**

Councillor J. Lindal

**SECONDED BY:** G. Riihimaki  
**MOTION CARRIED.**

The Meeting returned to Open Session at 7:52pm.

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

**MOTION: 2025-42** THAT the Board receive the information presented during the closed session.

**MOVED BY:** S. Dimick  
**SECONDED BY:** K. Diorio  
**MOTION CARRIED.**

**10. Motion to Adjourn**

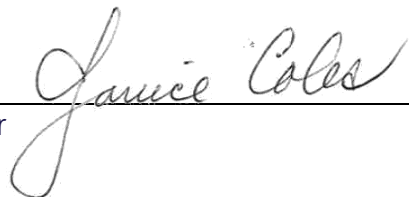
**MOTION: 2025-43** THAT the Regular Meeting be adjourned.  
**MOVED BY:** Councillor J. Lindal  
**SECONDED BY:** N/A  
**MOTION CARRIED.**

Meeting adjourned at 7:52pm.

**11. Next Meeting / Upcoming Events**

Volunteer Appreciation Event - Wednesday, April 16, 2025 at 4:30 pm, Mills Room, Central Library

Board Meeting – Wednesday, April 16, 2025 at 6:00 pm, Mills Room, Central Library & Microsoft Teams

Chair 

Secretary 