

ITEM 4.1 REGULAR MEETING JANUARY 16, 2025 PAGE 1 OF 5

St. Catharines Public Library Board

Regular Meeting Minutes

Thursday, November 21, 2024, 6:00 pm Mills Room, Central Library & Microsoft Teams

Present:	M. Brousseau (left at 7:04pm) P. Clausi J. Coles (Chair)	K. Diiorio L. Littleton G. Riihimaki
Regrets:	S. Dimick (Vice-Chair) Councillor J. Lindal	Councillor G. Miller
Staff:	D. Bott (left at 6:54pm) L. DiDonato (left at 7:08pm) M. Haanstra (left at 6:54pm) L. Jenter (Recording Secretary) (left at 7:08pm)	H. Jones (left at 6:54pm) A. Maciukas (left at 7:08pm) J. Spera (left at 6:54pm) K. Su (Secretary)

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

Michael Brousseau 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 <u>Additions/Deletions to Agenda</u> Add 4.3 Department Update – SCPL LitFest - H. Jones
- 1.2 Adoption of Agenda

MOTION: 2024-134THAT the Agenda be adopted as amended.MOVED BY:M. BrousseauSECONDED BY:G. RiihimakiMOTION CARRIED.Image: Content of the second secon

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2. Chair's Remarks & Declarations of Interest

The Chair welcomed the Board for the last regular meeting of 2024. There were no Declarations of Interest.

3. Adoption of Minutes (attachment)

3.1 Regular Meeting – October 17, 2024

MOTION: 2024-135THAT the Regular Meeting Minutes of October 17, 2024 be
adopted.MOVED BY:K. DiiorioSECONDED BY:P. ClausiMOTION CARRIED.

3.2 <u>Special Meeting – November 1, 2024</u>

MOTION: 2024-136	THAT the Special Meeting Minutes of November 1, 2024 be
	adopted.
MOVED BY:	L. Littleton
SECONDED BY:	M. Brousseau
MOTION CARRIED.	

4. Monthly Updates (verbal)

4.1 OLS Update - J. Coles

The Chair recommended sessions from the OLS Virtual Conference on library accessibility and the use of AI. Recorded sessions are available online.

4.2 <u>CEO Update</u> – K. Su

The CEO updated the Board about the following:

- <u>Strategic Plan 2025-2028</u> was sent to City Council and was included in the Council package
- <u>Merritt/Pen Centre</u> press release was sent out November 11 with largely positive customer feedback.
- <u>Hold IT Locker</u> has been ordered for an April 2025 launch at the Merritton Community Pharmacy before the Merritt Branch move.
- <u>OLA Super Conference</u> registration is open and the Board is welcome to attend.

4.3 <u>Department Update</u> – SCPL LitFest - H. Jones Staff presented about the inaugural SCPL LitFest events at the Central Library and First Ontario Performing Arts Centre. The Board congratulated staff on a successful event.

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5. Consent Agenda

- 5.1 Correspondence
- 5.2 CEO Report K. Su
- 5.3 Department Reports October 2024
 - 5.3(a) Customer Service J. Spera & M. Haanstra
 - 5.3(b) Facilities S. Mannella
 - 5.3(c) Innovation, Collections, and Technology D. Bott
 - 5.3(d) Programming & Promotions H. Jones

MOTION: 2024-137THAT the Consent Agenda be received as circulated.MOVED BY:P. ClausiSECONDED BY:L. LittletonMOTION CARRIED.

6. Discussion Reports

6.1 <u>Policy (P-16) Electronic Monitoring</u> – D. Bott The Board received Policy (P-16) Electronic Monitoring with recommended amendment.

MOTION: 2024-138 THAT the Board approve Policy (P-16) Electronic Monitoring as amended.

MOVED BY:	K. Diiorio
SECONDED BY:	G. Riihimaki
MOTION CARRIED.	

6.2 Policy (G-08) Photography & Filming – H. Jones

The Board received Policy (G-08) Photography & Filming. The Board asked for clarification on enforcement and staff training. The Board recommended a minor language amendment to better align with the Code of Conduct.

MOTION: 2024-139	THAT the Board approve Policy (G-08) Photography and Filming as amended.
MOVED BY:	M. Brosseau
SECONDED BY:	P. Clausi
MOTION CARRIED.	

6.3 <u>Policy (G-07) Code of Conduct</u> – H. Jones The Board received Policy (G-07) Code of Conduct with minor adjustments for clarity and alignment with other policies.

MOTION: 2024-140	THAT the Board approve Policy (G-07) Code of Conduct as
	amended.
MOVED BY:	L. Littleton
SECONDED BY:	K. Diiorio

MOTION CARRIED.

6.4 <u>Policy (P-05) Performance Appraisal</u> – A. Maciukas The Board received Policy (P-05) Performance Appraisal with recommended updates. The Board discussed the expectation of annual performance reviews and requested a six-month progress report.

MOTION: 2024-141	THAT the Board approve Policy (P-05) Performance
	Appraisal as amended.
MOVED BY:	M. Brousseau
SECONDED BY:	G. Riihimaki
MOTION CARRIED.	

7. In-Camera Session

- 7.1 In-Camera Agenda
 - 7.1 (a) <u>Additions/Deletions to In-Camera Agenda</u> None
 - 7.1(b) Adoption of In-Camera Agenda

MOTION: 2024-141	THAT the In-Camera Agenda be adopted.
MOVED BY:	K. Diiorio
SECONDED BY:	L. Littleton
MOTION CARRIED.	

D. Bott, M. Haanstra, H. Jones and J. Spera left the meeting at 6:54pm

7.2 Motion to Move In-Camera

MOTION: 2024-142	THAT the Regular Meeting move to In-Camera Session to discuss property, security and personnel matters.
MOVED BY:	P. Clausi
SECONDED BY:	M. Brousseau
MOTION CARRIED.	

The meeting moved to In-Camera Session at 6:56pm

M. Brousseau left the meeting at 7:04pm

- L. DiDonato, L. Jenter, A. Maciukas and K. Su left the meeting at 7:08pm
- K. Su returned to the meeting at 7:22pm

7.6 <u>Return to Open Session</u>

MOTION: 2024-145	THAT the In-Camera Session return to Open Session.
MOVED BY:	G. Riihimaki
SECONDED BY:	K. Diiorio
MOTION CARRIED.	

The Meeting returned to Open Session at 7:28pm

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

MOTION: 2024-146	THAT the Board receive the information presented during the closed session and that the Board Chair proceed as directed during the closed session.
MOVED BY:	P. Clausi
SECONDED BY:	L. Littleton
MOTION CARRIED.	

9. Motion to Adjourn

MOTION: 2024-147	THAT the Regular Meeting be adjourned.
MOVED BY:	G. Riihimaki
SECONDED BY:	N/A
MOTION CARRIED.	

Meeting adjourned at 7:29pm.

10. Next Meeting / Upcoming Events

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

Chair Chair

Secreta