



St. Catharines Public Library Board

Regular Meeting Minutes

Thursday, October 16, 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 Councillor G. Miller N. Olmstead G. Riihimaki
Staff:	D. Bott (left at 7:17pm) L. DiDonato (left at 7:20pm) M. Haanstra (left at 7:17pm)	L. Jenter (Recording Secretary) (left at 7:20pm) A. Maciukas (left at 7:20pm) K. Su (Secretary)

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

Councillor J. Lindal 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 5.3(b) Innovation, Collections and Technology to 6.1.

- 1.2 Adoption of Agenda

MOTION: 2025-90	THAT the Agenda be adopted as amended.
MOVED BY:	N. Olmstead
SECONDED BY:	L. Littleton
MOTION CARRIED.	

2. Chair's Remarks & Declarations of Interest

The Chair thanked staff for the presentation to Council the previous evening. There were no Declarations of Interest.

3. Adoption of Minutes (attachment)

3.1 Regular Meeting – September 18, 2025

MOTION: 2025-91 THAT the Regular Meeting Minutes of September 18, 2025 be adopted.

Moved by: G. Riihimaki

Seconded by: P. Clausi

Motion Carried.

4. Monthly Updates (verbal)

4.1 St. Catharines City Council – Councillor J. Lindal

J. Lindal thanked the Chair and staff for their presentation to Council.

4.2 OLS Update – J. Coles

The Chair provided a reminder about the virtual conference on November 20. Board Members can register to receive a recording of the conference.

4.3 CEO Update – K. Su

The CEO updated the Board about the following:

- **Grape and Wine Parade** – Thank you to the Board members who participated.
- **Niagara Public Library Boards Fall Retreat** – Event is scheduled for November 1 and registration closes October 17.
- **Holiday Brunch** – The Board are welcome to attend by purchasing tickets by cash, square terminals or e-transfer.
- **Dolly Parton's Imagination Library** – reviewed the initiative and its participation requirements, noting that it is most impactful where access to books and information resources is limited and is well-suited for communities that are underserved by public libraries.

4.4 Department Update – Reciprocal Borrowing – M. Haanstra

The Board received a presentation on the reciprocal borrowing initiative covering its first year, September 2024 - August 2025. The Board inquired about the rationale for customers signing up for reciprocal borrowing and suggested further promotion of reciprocal borrowing on the app.

5. Consent Agenda

5.1 Correspondence

5.2 CEO Report – K. Su

5.3 Department Reports – September 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) Human Resources – A. Maciukas
- 5.3(e) Health & Safety – L. DiDonato
- 5.4 Board Document Migration – L. Jenter

MOTION: 2025-92 THAT the Consent Agenda be received as circulated except for Item 5.3(b) pulled for discussion.

MOVED BY: K. Diorio

SECONDED BY: S. Dimick

MOTION CARRIED.

6. Discussion Reports

- 6.1 Innovation, Collections, and Technology – D. Bott
The Board discussed Interlibrary Loan service, which is temporarily suspended due to the Canada Post strike.

- 6.2 2026 Work Plan – K. Su
The Board received the revised 2026 Work Plan, which consolidates and prioritizes key projects for the upcoming year. The Board discussed the work plan goals, emphasizing the importance of alignment with SCPL's mission and values, and discussed the community needs assessment.

MOTION: 2025-93 THAT the St. Catharines Public Library Board approve the 2026 Annual Work Plan in its revised format.

MOVED BY: Councillor J. Lindal

SECONDED BY: Councillor G. Miller

MOTION CARRIED.

- 6.3 Policy (G-16) Accessibility – K. Su
The Board received Policy (G-16) Accessibility with significant amendments recommended in consultation with the City Accessibility Coordinator. The Board recommended further amendments to the Policy for clarity.

MOTION: 2025-94 THAT the Board rescind the former Accessibility Policy and approve the new Policy (G-16) Accessibility as amended.

MOVED BY: P. Clausi

SECONDED BY: S. Dimick

MOTION CARRIED.

- 6.4 Policy (P-10) Hiring – A. Maciukas
The Board received Policy (P-10) Hiring with recommended amendments. The Board reaffirmed the conflict of interest related to hiring relatives, and recommended minor amendments to the Policy.

MOTION: 2025-95 THAT the Board rescind the former Hiring Policy and approve the new Policy (P-10) Hiring as amended.
MOVED BY: L. Littleton
SECONDED BY: G. Riihimaki
MOTION CARRIED.

6.5 Policy (G-12) Access and Security Control – D. Bott
The Board received Policy (G-12) Access and Security Control, developed to ensure the security and protection of Library information and systems.

MOTION: 2025-96 THAT the Board approve Policy (G-12) Access and Security Control.
MOVED BY: K. Diiorio
SECONDED BY: P. Clausi
MOTION CARRIED.

7. In-Camera Session

7.1 In-Camera Agenda

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

7.1(b) Adoption of In-Camera Agenda

MOTION: 2025-97 THAT the In-Camera Agenda be adopted.
MOVED BY: S. Dimick
SECONDED BY: Councillor G. Miller
MOTION CARRIED.

D. Bott and M. Haanstra left the meeting at 7:17pm.

7.2 Motion to Move In-Camera

MOTION: 2025-98 THAT the Regular Meeting move to In-Camera Session to discuss planning matters.
MOVED BY: N. Olmstead
SECONDED BY: Councillor J. Lindal
MOTION CARRIED.

The meeting moved to In-Camera Session at 7:17pm.

L. DiDonato, L. Jenter, and A. Maciukas left the meeting at 7:20pm.

7.6 Return to Open Session

MOTION: 2025-100 THAT the In-Camera Session return to Open Session.
MOVED BY: K. Diiorio
SECONDED BY: S. Dimick
MOTION CARRIED.

The Meeting returned to Open Session at 7:45pm.

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

MOTION: 2025-101 THAT the staff proceed as directed during the closed
session, and that the Board received the information
presented during the closed session.
MOVED BY: Councillor J. Lindal
SECONDED BY: L. Littleton
MOTION CARRIED.

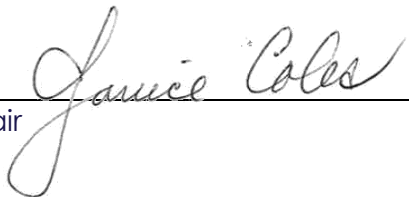
9. Motion to Adjourn

MOTION: 2025-102 THAT the Regular Meeting be adjourned.
MOVED BY: P. Clausi
SECONDED BY: N/A
MOTION CARRIED.

Meeting adjourned at 7:46pm.

10. Next Meeting / Upcoming Events

Board Meeting – Thursday, November 20, 2025 at 6:00 pm, Mills Room, Central Library & Microsoft Teams

Chair 

Secretary 