

WELLAND PUBLIC LIBRARY BOARD

MINUTES

Minutes of the tenth regular meeting held on Monday, November 15, 2021 via Zoom.

PRESENT: Melanie Gross Kerho, Melissa McGlashan, Lindsay Bryan, Alan O'Neill,
Tina van Tuyl, Carolyn Fast

REGRETS: Fred Sullivan

ABSENT: Lee Gordyn

STAFF: Julianne Brunet (*Chief Executive Officer*)

1. The Chair called the meeting to order at 7:13 pm
2. Land Acknowledgement

The Land Acknowledgement statement was read into the minutes.

3. Approval of the Agenda

Moved by Tina van Tuyl
Seconded by Alan O'Neill

21:144 **That the agenda be approved as circulated**

Carried

4. Disclosures of Pecuniary Interest

Alan O'Neill declared a pecuniary interest with respect to the Donor Wall proposal report and will abstain from voting on this matter.

5. Chair's Remarks

The Chair expressed her continued appreciation to the Board and Staff for their efforts during the pandemic. The Chair noted the wonderful response to the annual Food for Fines Program and Winter Warmth table.

6. Consent Agenda

- 6.1. Approval of Library Board Minutes of October 18, 2021
- 6.2. Approval of the Closed Library Board Minutes of October 18, 2021
- 6.3. Financial Report
 - 5.2.1 October Financial Report
- 6.4. Chief Executive Officer's Report
 - 6.4.1. CEO's October Monthly Report
- 6.5. October Workplace Inspections
- 6.6. Confidential Staffing Update

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compared to previous years. The Library should continue use evidence-based decision making in collection development and maintenance processes to ensure that materials expenditures reflect the borrowing preferences of the community.

Moved by Carolyn Fast
Seconded by Tina van Tuyl

21:149 **That the 2020 Ontario Public Library Statistics Report be received** Carried

9.2 Q4 Action Items Update Report

The Chief Executive Officer reported that all 2021 action items had been completed or were on track for completion in the coming weeks. Staff were commended on their efforts and hard work during an exceptionally challenging year.

Moved by Lindsay Bryan
Seconded by Tina van Tuyl

21:150 **That the Q4 Update Report be received** Carried

9.3 2022 Action Plan Report

The Chief Executive outlined 23 action items proposed for 2022 which include expanding the library's presence on social media, obtaining and retrofitting a vehicle for outreach purposes, introducing an instrument lending library, expanding the library's non-traditional collections, and enhancing technology/security.

Moved by Melissa McGlashan
Seconded by Lindsay Bryan

21:151 **That the 2022 Action Plan Report be approved** Carried

9.4 Policy Review Progress Report

The Chief Executive Officer provided an update on policy review progress in 2021. All policies identified for review were considered and/or updated. The Chief Executive Officer thanked the Board for their hard work and commitment to policy work in 2021.

Moved by Alan O'Neill
Seconded by Tina van Tuyl

21:152 **That the Policy Review progress report be received** Carried

9.5 Minimum Wage Increase Report

On November 1, 2021, the Premier announced that minimum wage would increase from \$14.35 to \$15.00 for adults and \$13.50 to \$14.10 for pages on January 1, 2022. The Library anticipated inflation and wage adjustments due to pay equity and budgeted accordingly. Significant financial challenges as a result of this announcement are not expected.

Moved by Melissa McGlashan
Seconded by Lindsay Bryan

21:153 **That the Minimum Wage Increase report be received** Carried

9.6 Vaccine Status Policy Report

The Chief Executive Officer provided background and context related to current vaccination requirements within the province. At this time, public libraries are not obligated to implement a vaccination policy for employees or require proof-of-vaccination to browse the library or attend regular library programming.

The Chief Executive Officer presented the City of Welland's policy for the Board's review and Consideration. Analysis and financial considerations were presented.

Moved by Alan O'Neill
Seconded by Lindsay Bryan

21:154 **That the Vaccine Status Policy Report be received** Carried

10. Policies

Covid-19 Vaccine Status Policy (AD 6-6.9)

In recognition of the Library's operations, risk profile, and employee complements, an amended version of the City of Welland's Vaccine Status Policy was presented for the Board's review and consideration. Several amendments were discussed and implemented including the addition of a review period.

Moved by Lindsay Bryan
Seconded by Carolyn Fast

21:155 **That the legally reviewed and amended policy be approved with the understanding that it will be reviewed by the Board in January 2022** Carried

Volunteer Recruitment (AD 5-5.1)

This policy was updated to reflect current procedures.

Moved by Tina van Tuyl
Seconded by Melissa McGlashan

21:156 **That the Volunteer Recruitment (AD 5-5.1) Policy be approved** Carried

Accident/Incident Reporting

This policy was updated to include the addition of wellness check/debrief procedures as recommended by the Joint Health & Safety Committee.

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Moved by Lindsay Bryan
Seconded by Carolyn Fast

21:157 **That the Accident/Incident Reporting Policy be approved** Carried

11. General Business Information / Questions

The Board agreed it was unnecessary to meet in December, unless an emergency arises that requires approval from the Board. The December Board meeting will be cancelled.

12. Member Announcements


Melissa McGlashan will be attending an OLS Board Meeting on November 17, 2021 and will provide a report to the Board in January 2022.

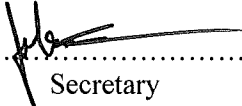
13. Dates to Remember

- Monday, November 22, 2021, 5:00pm 2022 Budget Presentation to Council
- Monday, January 17, 2022, 7:00pm Library Board Regular Meeting (Hybrid)

14. Adjournment

The regular meeting was adjourned at 8:25 pm on a motion by Alan O'Neill.


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Chairperson


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Secretary