

# WELLAND PUBLIC LIBRARY BOARD

## MINUTES

Minutes of the seventh regular meeting held on Monday, August 23, 2021 via Zoom.

PRESENT: Melanie Gross Kerho, Melissa McGlashan, Tina van Tuyl, Lindsay Bryan, Alan O'Neill, Lee Gordyn, Carolyn Fast (7:07 – 7:13 pm)

REGRETS: Fred Sullivan

STAFF: Julianne Brunet (*Chief Executive Officer*)

1. The Chair called the meeting to order at 6:01 pm

2. Approval of the Agenda

Moved by Lindsay Bryan  
Seconded by Lee Gordyn

21:105      **That the agenda be approved as amended**      Carried

3. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Chair's Remarks

The Chair expressed her continued appreciation to the Board and Staff for their efforts during the pandemic and commented on the variety of activities available to engage the community.

5. Consent Agenda

- 5.1. Approval of Library Board Minutes of June 21, 2021
- 5.2. Approval of the Closed Library Board Minutes of June 21, 2021
- 5.3. Financial Report
  - 5.3.1 June Financial Report
  - 5.3.2 July Financial Report
- 5.4. Chief Executive Officer's Report
  - 5.4.1. CEO's June Monthly Report
  - 5.4.2. CEO's July Monthly Report
- 5.5. JHSC June & July Workplace Inspections
- 5.6. Confidential Staffing Update

Moved by Tina van Tuyl  
Seconded by Lee Gordyn

21:106      **That the items in the Consent Agenda be as amended**      Carried

6. Business Arising

N/A.

7. Committee Reports

7.1 Diamond Trail Technology Improvements Report

The DSBN notified the Library that the public access terminals at the Diamond Trail Branch Library are in need of replacement. In accordance with the shared services agreement the Library is responsible for 40% of any agreed upon costs. Originally, the library's portion was estimated at \$6,049.00 + HST for 16 units. The library and DSBN have come to a new arrangement to replace 10 units at a cost of \$3,736.00 + HST. It is recommended that the funds be withdrawn from the 2021 capital budget.

Moved by Melissa McGlashan  
Seconded by Lindsay Bryan

21:107      **Diamond Trail Technology Improvements Report be approved as amended**      Carried

7.2 Assistive Hearing Report

The Chief Executive Officer confirmed that the City of Welland will fund the purchase and installation of assistive hearing technology for the Library's meeting rooms and service counters using the Safe Restart funding provided by the Province. The Chief Executive Officer outlined the purpose of the technology and the pricing received by the two known Canadian providers. It is recommended that the Board purchase equipment and installation services through Hearing Loops Canada as they provided the lowest compliant price.

Moved by Lindsay Bryan  
Seconded by Melissa McGlashan

21:108      **Moved that the Assistive Hearing Technology Report be approved**      Carried

7.3 Draft 2022 Budget

The Chief Executive Officer presented a budget plan for 2022 along with rationale for adjustments to revenues and expenditures. The Board discussed the proposed budget and discussed a presentation strategy for City Council.

Moved by Lindsay Bryan  
Seconded by Tina van Tuyl

21:109      **That the Draft 2022 Budget be approved**      Carried

7.4 2021 Library Board Meeting Format Report

August 23, 2021

The Chief Executive Officer presented a report outlining the requirements to hold in-person/hybrid Board Meetings this fall. Discussion ensued. It was recommended that meetings remain virtual for the remainder of 2021 with in-person accommodation provided upon request.

Moved by Tina van Tuyl  
Seconded by Lee Gordyn

21:110      **That the 2021 Library Board Meeting Format Report be approved**      Carried

7.5 Letter to Council Report

It has been recommended that the Library's update to Council be accompanied by an in-person presentation. Discussion ensued. It was recommended that the Library request to make an update presentation to Council in lieu of the letter.

Moved by Lindsay Bryan  
Seconded by Tina van Tuyl

21:111      **That the 2021 Letter to Council Report be received**      Carried

8. Member Announcements

N/A

9. Dates to Remember

- Monday, September 27, 2021, 7:00pm Library Board Regular Meeting (Zoom)

10. Adjournment

The regular meeting was adjourned at 7:13 pm on a motion by Melissa McGlashan.

  
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Chairperson

  
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Secretary