

Welland Public Library Board

Minutes of the third regular meeting on Monday, March 18, 2024 at the Main Library and via Zoom.

Present: Chair Lindsay Bryan, Vice-Chair Melissa McGlashan, Councillor Jamie Lee, Andrew McChesney, Alyssa Payne, Deanna Villella, Kieran Scott (7:06), Tim Wright

Regrets: Kathryn Jung

Staff: Julianne Brunet (*Chief Executive Officer*), Laura Birkett (*Business Services Manager*), Conor Echlin (*Manager of Customer Experience*)

Minutes

1. Call to Order

The Chair called the meeting to order at 7:02 pm.

2. Land Acknowledgement Statement

The land acknowledgement statement was read into the minutes.

3. Approval of the Agenda

Moved by Alyssa Payne
Seconded by Andrew McChesney

24:027 That the agenda be approved as circulated

Carried

4. Disclosure of pecuniary interest

None.

5. Chair's Remarks

The Chair thanked all staff for their work over the last couple of months, recognizing the challenges everyone has faced. The Chair also updated the Board on incidents and events that have occurred at local libraries recently.

The Chair reported that she attended a meeting between the Library and City of Welland Staff along with the Manager of Business Services and the Chief Executive Officer to work towards finalizing a Service Level Agreement for financial services, payroll, HR, and Facilities support.

6. Consent Agenda

- 6.1 Approval of the Open Library Board Minutes of February 26, 2024
- 6.2 Approval of Closed Library Board Minutes of February 26, 2024

- 6.3 Financial Report
 - 6.3.1 February Financial Report
- 6.4 Chief Executive Officer's Report
 - 6.4.1 CEO's February Monthly Report
 - 6.4.2 2024 February Report on Library Activities
- 6.5 JHSC February Workplace Inspection Forms
- 6.6 Confidential Staffing Update
- 6.7 2023 Annual Survey

Moved by Andrew McChesney
Seconded by Tim Wright

24:028 That the items in the Consent Agenda be approved as circulated.

Carried

7. Business Arising

None.

8. Staff Reports

8.1 Q1 Action Item Update Report

The Chief Executive Officer presented the report and updated the Board about where staff are currently with 2024 strategic objectives.

The Board commented on the library's new local history page and library timeline, remarking that it is a great addition with lots of interesting local history available.

The Board commended staff on changes to the security of the video game collection and shared that they appreciate the extra work to protect the collection and ensure that it is available to all patrons.

Moved by Kieran Scott
Seconded by Andrew McChesney

24:029 That the Q1 Action Item Updated Report be received for information.

Carried

8.2 Washroom Access Control Update Report

The Chief Executive Officer explained that this report is being brought forward upon request from the Board to assess whether washroom access control is having the intended outcome. The original reasons for installation were outlined, and it was reported that access-controlled washrooms at the Main Branch have achieved all but one of the five original objectives.

The Board discussed the challenges of operating publicly accessible washrooms and inquired about resources available for the unhoused who seek shelter and facilities at the Library.

Moved by Andrew McChesney
Seconded by Kieran Scott

24:030 That the Washroom Access Control Update Report be received for information. Carried

8.3 Enhanced Security Services Update Report

The Chief Executive Officer presented an argument for the continuation of the enhanced security pilot project to the end of 2024.

Discussion ensued regarding the budgetary implications and the Security contract between the Library and the City of Welland.

The Board expressed strong support for the pilot and for its extension to the end of 2024.

Moved by Melissa McGlashan
Seconded by Alyssa Payne

24:031 That the Enhanced Security Services Update Report be approved. Carried

8.4 2024 Staff Development Day Report

The Chief Executive Officer explained that the Library has historically had an annual closure for a professional development day, which has not happened since the pandemic. Plans for a training day in 2024 were outlined.

The Board asked for clarification regarding the scheduling of staff and inquired about related budget implications.

Moved by Andrew McChesney
Seconded by Deanna Villella

24:032 That the 2024 Staff Development Day Report be received for information and that the closure of all WPL locations for one day in 2024 for the purpose of facilitating staff training be approved.

Carried

9. Policies

9.1 LS 7-7.2 – Library Users – Code of Conduct

The Chief Executive Officer explained that the Library Users Code of Conduct is coming forward now to address the unique behavioural challenges that the Library has been facing recently. The Manager of Customer Experience outlined changes and additions which are aimed at addressing particular behaviours and incidents encountered in the Library in recent months, including signage.

The Board discussed the changes, ensuring that the language met staff's needs with regards to safety and recurring issues.

Moved by Alyssa Payne
Seconded by Melissa McGlashan

24:033 That the LS 7-7.2 – Library Users – Code of Conduct Policy be approved. Carried

10. General Business Information/Questions

10.1 OLS Governance Training Update

Deferred to next meeting.

11. Member Announcements

None.

12. Dates to Remember

- Monday, April 15, 2024, 7:00 pm Library Board Regular Meeting (hybrid)

13. Adjournment

The regular meeting was adjourned at 8:18 on a motion by Andrew McChesney.


Carried

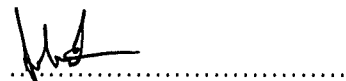
Closed Meeting

The Chair called the meeting to order at 8:26 pm.

The closed meeting was adjourned at 9:10 pm on a motion by Tim Wright

Carried


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Chairperson


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Secretary