

### Welland Public Library Board

Minutes of the eighth regular meeting held at 6:04 pm on Monday, August 14, 2023 at the Main Library and via Zoom.

Present: Chair Lindsay Bryan, Vice-Chair Melissa McGlashan, Councillor Jamie Lee, Andrew McChesney, Alyssa Payne, Deanna Villella, Kathryn Jung, Kieran Scott

Regrets: Tim Wright

Staff: Julianne Brunet (*Chief Executive Officer*), Laura Birkett (*Business Services Manager (7:08)*)

### Minutes

#### Closed Meeting

The Chair called the meeting to order at 6:04 pm.

The closed meeting was adjourned at 6:58 pm on a motion by Andrew McChesney

1. Call to Order

The Chair called the meeting to order at 7:08 pm.

2. Land Acknowledgement Statement

The land acknowledgement statement was read into the minutes.

3. Approval of the Agenda

Moved by Kieran Scott  
Seconded by Jamie Lee

**23:079 That the agenda be approved as circulated.**

Carried

4. Disclosure of pecuniary interest

None.

5. Chair's Remarks

The Chair thanked the Board for attending this special meeting in August and for doing all of the necessary preparation.

6. Consent Agenda

6.1 Approval of the Open Library Board Minutes of June 19, 2023

6.2 Approval of Closed Library Board Minutes of June 19, 2023

6.3 Financial Report

6.3.1 June Financial Report

6.4 Chief Executive Officer's Report

6.4.1 CEO's June Monthly Report

6.4.2 2023 June Report on Library Activities

6.5 JHSC June Workplace Inspection Forms

6.6 Confidential Staffing Update

Moved by Andrew McChesney  
Seconded by Kathryn Jung

**23:080 That the items in the Consent Agenda be approved.** Carried

7. Business Arising

7.1 Collective Agreement Negotiations

Moved by Melissa McGlashan  
Seconded by Kieran Scott

**23:081 That the CEO move forward as directed by the Board in closed session.** Carried

8. Staff Reports

8.1 2024 Draft Budget Report

The Chief Executive Officer explained the purpose of the report, outlined the process behind its development, and detailed the Library's 2024 budget plans including anticipated revenues, expenses, and contingency planning.

The Business Services Manager explained how a number of accounts will be consolidated and/or deleted in 2024 to reduce redundancies and better reflect library operations.

The Board briefly discussed costs associated with the three branches, financial responsibilities, and contract costs for 2024 and commended the CEO and Business Services Manager for a clear and detailed report.

Moved by Kieran Scott  
Seconded by Andrew McChesney

**23:082 That the 2024 Draft Budget Report be approved.** Carried

8.2 Systems Software Report

The Business Services Manager outlined the process that Management followed to determine the best options for process improvements with regards to the Library's payroll, scheduling, and HR management. The Board was informed of grant funding received for this purpose and were provided details of the various options, their features, and pricing.

The Board discussed the various systems, the Library's needs, and the division of responsibilities between the Library and the City of Welland.

Moved by Kieran Scott  
Seconded by Andrew McChesney

**23:083 That the Systems Software Report be approved.** Carried

8.3 Public Washrooms Report

The Chief Executive Officer explained that there has been a growing trend of problematic activities taking place in the Library's public washrooms at the Main Branch. The goal of introducing access control is to provide an extra layer of accountability. The Chief Executive Officer outlined the various options investigated and recommended that a buzzer system quoted by Pinder's Security Products be installed for all three public washrooms at the Main Branch. The Board

was informed that Niagara Regional Police are supportive of the recommendation in the report and that the City of Welland has agreed to contribute 50% of the cost.

Moved by Jamie Lee  
Seconded Kathryn Jung

**23:084 That the Public Washrooms Report be approved.**

Carried

9. General Business Information / Questions

None.

10. Member Announcements


None.


11. Dates to Remember

- Monday, September 18, 2023, 7:00 pm Library Board Regular Meeting (hybrid)

12. Adjournment

The regular meeting was adjourned at 8:33 pm on a motion by Kathryn Jung.

  
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Chairperson

  
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Secretary

