

WELLAND PUBLIC LIBRARY BOARD

MINUTES

Minutes of the first regular meeting held on Monday, January 17, 2022 via Zoom.

PRESENT: Melanie Gross Kerho, Melissa McGlashan, Tina Van Tuyl, Lindsay Bryan, Alan O’Neill, Carolyn Fast (7:15 – 8:15pm)

REGRETS: Fred Sullivan, Lee Gordyn

STAFF: Julianne Brunet (*Chief Executive Officer*)

Closed Meeting

The CEO called the meeting to order at 6:03 pm

The closed meeting was adjourned at 6:51 pm on a motion Lindsay Bryan.

1. The Chief Executive Officer called the regular meeting to order at 7:03 pm.

2. Elections

2.1 Election of the Chairperson (CEO)

Nominations were called for the position of Chairperson for 2022.

Moved by Tina van Tuyl
Seconded by Melissa McGlashan

22:001 That Melanie Gross Kerho be nominated for the position of Chair for 2022 Carried

Moved by Melissa McGlashan
Seconded by Lindsay Bryan

22:002 That nominations for the position of Chair for 2022 be closed Carried

Moved by Lindsay Bryan
Moved by Tina van Tuyl

22:003 Moved that Melanie be elected Chair of the Welland Public Library Board for 2022
Carried

Melanie Gross Kerho was acclaimed Chair of the Welland Public Library Board for 2022 and took chair of the meeting. The land acknowledgement statement was read into the minutes.

2.2 Election of Vice-Chair

Nominations were called for the position of Vice-Chair for 2022.

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Moved by Tina van Tuyl
Seconded by Alan O'Neill

22:004 That Melissa McGlashan be nominated for the position of Vice-Chair for 2022 Carried

Moved by Lindsay Bryan
Seconded by Tina van Tuyl

22:005 That nominations for the position of Vice-Chair for 2022 be closed Carried

Moved by Lindsay Bryan
Moved by Tina van Tuyl

22:006 Moved that Melissa be elected Chair of the Welland Public Library Board for 2022 Carried

Melissa McGlashan was acclaimed the Vice-Chair of the Library Board for 2022.

3. Approval of the Agenda

Moved by Melissa McGlashan
Seconded by Alan O'Neill

22:007 That the agenda be approved as circulated Carried

4. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

5. Chair's Remarks

The Chair expressed her appreciation to the Board, Management Team and Staff for their continued support and exceptional work throughout the pandemic.

6. Consent Agenda

- 6.1. Approval of Library Board Minutes November 15, 2021
- 6.2. Approval of the Closed Library Board Minutes of November 15, 2021
- 6.3. Financial Report
 - 5.3.1 November Financial Report
 - 5.3.2 December Financial Report
- 6.4. Chief Executive Officer's Report
 - 6.4.1. CEO's November Monthly Report
 - 6.4.2. CEO's December Monthly Report
 - 6.4.3. 2021 November Report on Library Activities
 - 6.4.4. 2021 December Report on Library Activities
 - 6.4.5. 2021 Annual Report on Library Activities
- 6.5. JHSC November Workplace Inspection Forms
- 6.6. JHSC December Workplace Inspection Forms
- 6.7. Confidential Staffing Update

6.8. Correspondence – City of Welland

Moved by Lindsay Bryan
Seconded by Tina Van Tuyl

21:008 That the items in the Consent Agenda be approved Carried

7. Business Arising

N/A.

8. Committee Reports

8.1 Ontario Library Service Board Assembly Meeting Report

Melissa provided an overview of the OLS Board Assembly meeting held in November 2021. Information about communication opportunities, legacy documents, board self-evaluations, Truth & Reconciliation initiatives, vaccination policies, strategic planning, and Council representation was shared. The Board discussed drafting a board self-evaluation for completion by members by the end of this Board term.

Moved by Lindsay Bryan
Seconded by Tina van Tuyl

21:009 That the Ontario Library Service Board Assembly Meeting Report be received
Carried

9. Staff Reports

9.1 Covid-19 Update Report

The Chief Executive Officer outlined current operating procedures, safety protocols, and service levels. Options to respond to rising absenteeism rates were presented.

Moved by Carolyn Fast
Seconded by Melissa McGlashan

21:010 That the Covid-19 Update Report be received Carried

9.2 2022 Bequest Request Report

The Chief Executive Officer provided details on two bequests received in 2017 and outlined staff Plans to expend these funds in 2022, in keeping with the wishes of the donors. Management proposes to utilize \$5,000 to supplement the purchase of books and \$2,000 to put towards the development of an instrument lending library. Discussion ensued.

Moved by Tina van Tuyl
Seconded by Lindsay Bryan

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21:011 Moved that the 2022 Bequest Request Report and accompanying requests be approved
Carried

9.3 2022 Reserve Fund Transfers Report

The Chief Executive Officer requested Board approval to transfer \$96,000 from the Library's reserves to the 2022 operating budget to fulfill capital and operating commitments as outlined in the Library's 2022 budget.

Moved by Tina van Tuyl
Seconded by Lindsay Bryan

21:012 That the 2022 Reserve Fund Transfers report be approved Carried

9.4 OMERS Report

The Chief Executive Officer reported on changes to the primary plan and how payroll costs may be impacted in 2022 and 2023.

Moved by Lindsay Bryan
Seconded by Alan O'Neill

21:013 That OMERS Report be received Carried

9.5 Display Furniture Report

The Chief Executive Officer presented a proposal to purchase 4 "Books to Go" display units through a cooperative purchasing consortium (OECM). Discussion ensued regarding aesthetics, function, pricing and alternatives.

Moved by Lindsay Bryan
Seconded by Tina van Tuyl

21:014 That the Display Furniture Report be approved Carried

10. Policies

Library Employees Code of Conduct Policy (AD 2-2.26)

Upon annual review by the Joint Health & Safety Committee, minor grammatical and housekeeping changes to the policy have been recommended.

Moved by Alan O'Neill
Seconded by Melissa McGlashan

21:015 That the AD 2-2.26 Library Employees Code of Conduct Policy be approved
Carried

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

The Board discussed the policy with respect to the evolving pandemic situation. Only minor grammatical/spelling updates were recommended.

Moved by Lindsay Bryan
Seconded by Carolyn Fast

21:016 That the current version of the COVID-19 Vaccine Status Policy remain in place pending Board review in February 2022 Carried

Library Users – Code of Conduct Policy (AD LS-7-7.2)

Minor grammatical and housekeeping issues were reviewed.

Moved by Carolyn Fast
Seconded by Tina van Tuyl

11. General Business/Questions

Alan O'Neill provided a progress report on the construction of the new Donor wall. Pictures of various elements were shared.

12. Member Announcements

The Chair reminded the Board to contact the Chief Executive Officer if they wish to participate in the OLA Super Conference.

13. Dates to Remember

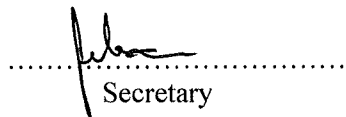
- February 1 – 5, 2022, OLA Super Conference 2022
- Monday, February 28, 2022, 7:00pm Library Board Regular Meeting (Zoom)

14. Adjournment

The regular meeting was adjourned at 8:18 pm on a motion by Melissa McGlashan.



Chairperson



Secretary

