

Welland Public Library Board

Minutes of the eighth regular meeting held on Monday, October 17 at the Main Library and via Zoom.

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

REGRETS: Carolyn Fast, Deanna Villella

STAFF: Julianne Brunet (*Chief Executive Officer*), Laura Birkett (*Business Services Manager 7:00 – 8:30 pm*), Conor Echlin (*Manager of Customer Experience 7:00 – 8:00 pm*), David Beaudoin (*Manager of Information Technology & Systems 7:00 – 8:00 pm*) Daniella Liebrechts-Hamilton (*Manager of Programming & Outreach 7:00 – 8:00 pm*)

Minutes

1. Call to Order

The Chair called the meeting to order at 7:00pm.

2. Land Acknowledgement Statement

The land acknowledgement statement was read into the minutes.

3. Approval of the Agenda

Moved by Lindsay Bryan
Seconded by Tina van Tuyl

22:087 That the agenda be approved as circulated

Carried

4. Disclosure of pecuniary interest

None.

5. Chair's Remarks

The Chair thanked library staff and the management team for their ongoing excellent work, particularly David Beaudoin and all staff involved in the Virtual Reality Launch event held on October 12, 2022. The Chair remarked that it was very nice to see that it was well attended and that there was an excellent presentation of the technology that seemed to generate excitement with those in attendance. Additional thanks were given to Library Board members Tina van Tuyl and Melissa McGlashan for attending the event.

6. Consent Agenda

6.1. Approval of Library Board Minutes of September 19, 2022

6.2. Approval of Closed Library Board Minutes of September 19, 2022

6.3. Financial Report

6.3.1 September Financials

6.4 Chief Executive Officer's Activity Report

6.4.1 CEO's September Report

6.4.2 2022 September Report on Library Activities

6.5 JHSC September Workplace Inspection Reports

6.6 Confidential Staffing Update

6.7 Correspondence from F. Sullivan

6.8 Library Board Recruitment Brochure

Moved by Alan O'Neill
Seconded by Lee Gordyn

22:088 That the items in the Consent Agenda be approved as circulated. Carried

7. Business Arising

N/A

8. Committee Reports

8.1 October Event Planning Minutes

The Chief Executive Officer presented the October Event Planning minutes and discussion ensued.

Moved by Lindsay Bryan
Seconded by Melissa McGlashan

22:089 That the October Event Planning Minutes be received Carried

9. Staff Reports

9.1. Print & Time Management Software Report

The Manager of Information Technology & Systems presented the Print & Time Management Software Report to the Board. It was recommended that WPL end use of its current end-of-life software and presented options for new software. Discussion ensued.

Moved by Alan O'Neill
Seconded by Tina van Tuyl

22:090 That the Print & Time Management Software Report be approved Carried

9.2. 2022 Subject Headings Review Report

The Manager of Information Technology & Systems presented the 2022 Subject Headings Review Report which outlines a process for updating LGBTQ2A+ subject headings to make materials more accessible to both staff and the public. No questions were received.

Moved by Melissa McGlashan
Seconded by Lindsay Bryan

22:091 That the 2022 Subject Headings Review Report be received Carried

9.3. Diversity Audit Report

The Manager of Customer Experience presented the Diversity Audit Report to the Board. Staff have recommended updating the Library's Collection Development policy as well as acquisitions and weeding guidelines to ensure that our collections reflect the diversity of our community. There were no questions.

Moved by Lee Gordyn
Seconded by Lindsay Bryan

22:092 That the Diversity Audit Report be received

Carried

9.4. 2022 Summer Activities Report

The Manager of Programming & Outreach presented the 2022 Summer Activities Report to the Board. She highlighted in particular the excellent work of programming staff and the three Canada Summer Jobs students who worked for the Library over the summer. The Library Board commended the Manager of Programming & Outreach and her staff for a great summer of programming.

Moved by Tina van Tuyl
Seconded by Alan O'Neill

22:093 That the 2022 Summer Activities Report be received

Carried

9.5. 2022 Staff Holiday/Appreciation Celebration

The Business Services Manager presented the 2022 Staff Holiday/Appreciation Celebration report to the Board, outlining a new approach to the annual event.

Moved by Lindsay Bryan
Seconded by Tina van Tuyl

22:094 That the 2022 Staff Holiday/Appreciation Event Report be approved

Carried

10. Discussion Items

10.1 Library Board Letter & Legacy Document

The Board thanked the CEO for compiling drafts of both documents. The Board will review and send requested changes to the CEO to incorporate.

Moved by Alan O'Neill
Seconded by Lee Gordyn

22:095 That the verbal Library Board Letter & Legacy Document be received

Carried

10.2 Library Board Appraisal Discussion

The Board discussed the timing for completion of the document. The Chair indicated that she would investigate previous years' documents to assist with this year's process.

11. Policies

AD 1-1.6 Cash Control

The CEO advised that the float at the Seaway Mall is not sufficient and requested an amendment be made to raise the float amount to \$200.

Moved by Alan O'Neill
Seconded by Lindsay Bryan

22:096 That the Cash Control Policy (AD 1-1.6) be approved

Carried

AD 6-6.9 Vaccine Status Policy

The CEO provided the Board with an update on current public health measures, proof of vaccination requirements, and the changing landscape in which the library is operating. Discussion ensued.

The Library Board agreed that terminology surrounding vaccination status is highly variable and there are complications for people wishing to receive a vaccine dose after having being infected with COVID-19. The Library will continue to follow all public health directives and plans to continue making personal protective equipment available to staff and the public as needed.

Moved by Tina van Tuyl
Seconded by Lee Gordyn

22:097 That the Vaccine Status Policy (AD 6-6.9) be conditionally suspended with the understanding that it may be reimplemented by the Library Board should a pandemic state of emergency be declared by any level of government

Carried

12. General Business Information / Questions

Lindsay Bryan reminded Library Board members to submit a written biography for incoming Council members, if desired.

13. Member Announcements

N/A

14. Dates to Remember

- Tuesday, November 8, 2022, 5:00 pm New Council Welcome Workshop, Civic Square Community Room (in-person)
- Monday, November 21, 2022, 7:00 pm Library Board Regular Meeting (hybrid)

15. Adjournment

The regular meeting was adjourned at 8:30 pm on a motion by Lee Gordyn.

Closed Meeting

The Chair called the meeting to order at 8:35 pm.

The closed meeting was adjourned at 9:43 pm on a motion by Alan O'Neill.

Open Session

The meeting returned to Open Session at 9:44 pm.

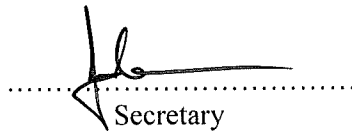
Moved by Lee Gordyn
Seconded by Lindsay Bryan

22:098 That the Library Board directs the CEO to follow through with items discussed

The regular meeting was adjourned at 9:46 pm on a motion by Alan O'Neill.



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Chairperson



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Secretary

