

# WELLAND PUBLIC LIBRARY BOARD

## MINUTES

Minutes of the fourth regular meeting held on Monday, April 19, 2021 via Zoom.

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

REGRETS: Carolyn Fast

ABSENT: Fred Sullivan

STAFF: Julianne Brunet (*Chief Executive Officer*),

1. The Chair called the meeting to order at 7:05 pm
2. Approval of the Agenda

Moved by Lindsay Bryan  
Seconded by Alan O'Neill

21:067      **That the agenda be approved as circulated**      Carried

3. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Chair's Remarks

The Chair expressed her appreciation to the Board and Staff for their continued efforts during the pandemic. The Chair remarked on the beauty of the completed mosaic mural and commended staff on their hard work in bringing this project to completion.

5. Consent Agenda

- 5.1. Approval of Library Board Minutes March 22, 2021
- 5.2. Approval of the Closed Library Board Minutes of March 22, 2021
- 5.3. Financial Report
  - 5.3.1 March Financial Report
- 5.4. Chief Executive Officer's Report
  - 5.4.1. CEO's March Monthly Report
  - 5.4.2. 2021 March Report on Library Activities
- 5.5. JHSC March Workplace Inspection Forms
- 5.6. Confidential Staffing Update
- 5.7. Correspondence – B. Moore

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Moved by Lee Gordyn  
Seconded by Tina Van Tuyl

21:068      **That the items in the Consent Agenda be approved**      Carried

6. Business Arising

N/A

7. Committee Reports

7.1 Event Planning Committee

The Chief Executive Officer provided a verbal update of the Event Planning Committee meeting held on Wednesday April 14, 2021. The Board discussed various options for a new donation wall and requested a review of the current donations policy as well as additional information about potential costs, placements, and other logistics.

Moved by Lindsay Bryan  
Seconded by Lee Gordyn

21:069      **That the Event Planning Committee report be received**      Carried

8. Staff Reports

8.1 Diamond Trail Summer Hours Report

The Management Team recommends the following hours of operation at the Diamond Trail Branch for summer 2021 (July 3 – Sept 4, 2021).

Mondays	1-5pm
Tuesdays	1-5pm
Wednesdays	1-5pm
Thursdays	4-8pm
Saturdays	11-3pm

Moved by Melissa McGlashan  
Seconded by Tina van Tuyl

21:070      **That Diamond Trail Summer Hours Report be received**      Carried

8.2 2021 Volunteer Recognition

The Library was unable to recognize its volunteers in 2020 due to the provincially mandated closures of its facilities. Current restrictions also prohibit the Library from hosting an in-person reception in April 2021. As an alternative, management recommends purchasing a small gift for all ten volunteers and distributing them via the curbside pickup program.

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Moved by Alan O'Neill  
Seconded by Lindsay Bryan

21:071      **That the 2021 Volunteer Recognition report be received**      Carried

8.3 Meeting with MP Badawey Report

The Chief Executive Officer recently met with MP Badawey to discuss the Library's ineligibility for Federal CEWS funding. MP Badawey resolved to encourage the Federal Government to create parameters around future transfer funding to ensure that cultural entities receive a portion of any Federal Covid-19 relief funding allocated for municipalities.

Moved by Alan O'Neill  
Seconded by Lee Gordyn

21:072      **That Meeting with MP Badawey Report be received**      Carried

8.4 Advocacy Considerations

The Chief Executive Officer outlined an advocacy strategy for the remainder of 2021 which includes an update presentation to Council in May 2021, written correspondence to Council in September/October to highlight spring/summer activities, and a budget presentation in November/December 2021. Library staff are committed to working collaboratively with the City. The CEO hopes to reinstate quarterly meetings with the new CAO once appointed.

Moved by Lindsay Bryan  
Seconded by Tina van Tuyl

21:073      **That the Advocacy Considerations report be received**      Carried

8.5 Covid-19 Update Report

The Chief Executive Officer provided an update on the Library's current service and staffing levels. The Library continues to adjust operations and hours in accordance with public health directives and facilities partners.

Moved by Melissa McGlashan  
Seconded by Lee Gordyn

21:074      **That the Covid-19 Update Report be received**      Carried

9. Policies

Emergency Closure (AD 2-2.15)

This scope of this policy was updated to reflect its application to short-term, emergency circumstances. Language related to leaves was updated to reflect current entitlements.

Moved by Lindsay Bryan  
Seconded by Lee Gordyn

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21:075 **That the Emergency Closure Policy (AD 2-2.15) be approved**

Carried

Continuing Education Policy (AD 2-2.28)

This policy was updated to reflect the expectations and approval processes that are currently in place.

Moved by Tina van Tuyl  
Seconded by Melissa McGlashan

21:076 **That the Continuing Education Policy (AD 2-2.28) be approved**

Carried

Employee Recognition Policy (BD 2-2.2)

Minor grammatical changes were recommended.

Moved by Lindsay Bryan  
Seconded by Alan O'Neill

21:077 **That the Employee Recognition Policy (BD 2-2.2) be approved**

Carried

Photography & Film Policy (LS 5-5.4)

Language regarding the Library's commitment to following all applicable legislation was added.

Moved by Lee Gordyn  
Seconded by Melissa McGlashan

21:078 **That the Employee Recognition Policy (BD 2-2.2) be approved**

Carried

Unattended Children Policy (LS 7-7.1)

Minor grammatical changes were recommended as well as the removal of specific contact information.

Moved by Lindsay Bryan  
Seconded by Lee Gordyn

21:079 **That the Unattended Children Policy (LS 7-7.1) be approved**

Carried

#### 10. General Business Information/Question

Melissa McGlashan recently attended part two of an OLS webinar series related to diversity and inclusion in public libraries. The webinar outlined the important role public libraries play. It was suggested that libraries might begin by engaging groups that do not use the Library to identify potential barriers to participation and use.

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11. Member Announcements

Melissa announced that she has received approval to seek the NDP nomination for Niagara Centre in the next Federal election. The Chair extended congratulations and best wishes to Melissa on behalf of the Board.

12. Dates to Remember

- Monday, May 17, 2021, 7:00pm Library Board Regular Meeting (Zoom)


13. Adjournment

The regular meeting was adjourned at 7:57 pm on a motion by Alan O'Neill

14. Closed Meeting

The Chair called the meeting to order at 7:58

The closed meeting was adjourned at 8:33 pm on a motion by Melissa McGlashan

  
.....  
Chairperson

  
.....  
Secretary