

WELLAND PUBLIC LIBRARY BOARD

MINUTES

Minutes of the second regular meeting held on Monday, February 22, 2016 at the Welland Public Library.

PRESENT: Melanie Gross-Kerho (*Chair*), Marc Skelton, Fred Sullivan, Glen Johnston, Lindsay Bryan, Evelyn Comely, Shirley Cordiner, Anthony Dockrill, Councillor John Chiochio

Staff: Qingyi Su (*CEO*), Julianne Brunet, Barbara Murphy

The Chair called the meeting to order at 7:05 pm.

2. Approval of the Agenda

Moved by Anthony Dockrill
Seconded by Shirley Cordiner

16:018 **That the agenda be approved as circulated.**

Carried

3. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Chair's Remarks

Articles about the library's new 3-D printer that were recently featured in the Welland Tribune and Niagara this Week were circulated. The Chair also invited committee members to review a magazine article outlining the relationship between 3-D printing technology and the automotive sector.

5. Consent Agenda

5.1 Approval of Board Minutes of January 18, 2016

5.2 Financial Report

- 5.2.1. Payment of Invoices
- 5.2.2. Monthly Financial Report

5.3. Chief Executive Officer's Report

- 5.3.1. CEO's Monthly Report
- 5.3.2. 2016 January Report on Library Activities
- 5.3.3. Staffing Update

5.4. JHSC Workplace Inspection Form

Moved by Lindsay Bryan
Seconded by Glen Johnston

16:019 **That the items in the Consent Agenda be approved as circulated.**

Carried

6. Business Arising

There was no arising business to report.

7. Committee Reports

7.1. Event Planning Committee

Marc Skelton reviewed the Event Planning Committee minutes of February 8, 2016. The committee plans to expand fundraising initiatives to include three separate events throughout the year.

Moved by Anthony Dockrill
Seconded by Shirley Cordiner

16:020 **That the Event Planning Committee Report be received** Carried

8. Staff Reports

8.1. 2015 CEO Annual Report

The CEO shared a summary of library activities that occurred in 2015 and included reports about collections, technology, programming, partnerships and service trends. Areas for improvement were also identified.

Moved by Lindsay Bryan
Seconded by Anthony Dockrill

16:021 **That the 2015 CEO Annual Report be received** Carried

8.2. 2014 Ontario Public Library Statistics Report

The CEO provided an analysis of the Welland Public Library's ranking in relation to other libraries based upon the indicators established by the Ministry of Tourism, Culture and Sport.

Moved by Marc Skelton
Seconded by Anthony Dockrill

16:022 **That the 2014 Ontario Public Library Statistics Report be received** Carried

8.3. Business Liability Insurance Report

Moved by Glen Johnston
Seconded by Marc Skelton

16:023 **That the Business Liability Insurance Report be received** Carried

8.4. Group Benefit Report

Moved by Lindsay Bryan
Seconded by Anthony Dockrill

16:024 **That the Group Benefit Report be received** Carried

8.5. 2016 OLA Super Conference Report

The CEO reported that 11 staff members attended a variety of different sessions presented at the 2016 OLA Super Conference and have written reports detailing their experience and what they learned. The CEO attended the FOPL general meeting as well as sessions pertaining to violence prevention, signage, and alternative service delivery models.

Moved by Evelyn Comely
Seconded by Marc Skelton

16:025 **That the 2016 OLA Super Conference Report be received** Carried

8.6. Inaugural Coffeehouse Program

The Manager of Public Services requested after hours approval at the main branch on Friday May 6, 2016 to facilitate a coffeehouse event in support of the library's annual poetry contest.

Moved by Fred Sullivan
Seconded by Anthony Dockrill

16:026 **That the proposed Inaugural Coffeehouse Program be approved** Carried

8.7. RFP for 2016 – 2020 Strategic Planning

Moved by Lindsay Bryan
Seconded by Glen Johnston

16:027 **That the Report on RFP for 2016-2020 Strategic Planning be approved** Carried

9. Policies

9.1. Recommended Revisions to Current Policies – Continuing Education (AD – 2 - 2.28)

The policy was reviewed and amended to include payback revisions as well as reimbursement opportunities for part-time staff.

Moved by Anthony Dockrill
Seconded by Fred Sullivan

16:028 **That the recommended Continuing Education Policy (AD-2-2.28) be approved** Carried

9.2. New Policies – Maker Space Policy (PS – 6 – 6.3)

A policy to govern the use of maker space devices was introduced and discussed.

Moved by Anthony Dockrill
Seconded by Marc Skelton

16:029 **That the new Maker Space Policy (PS – 6- 6.3) be approved** Carried

10. Closed Meeting

Moved by Glen Johnston
Seconded by Marc Skelton

16:030 **That the Board move into Committee of the Whole closed to the public at 8:34 pm to consider personal matters about an identifiable individual, including local board employees** Carried

Moved by Glen Johnson
Seconded by Marc Skelton

16:031 **That the Board move out of the closed meeting at 9:10 pm** Carried

11. General Business Information/Questions

There were no Information statements or questions.

12. Member Announcements

There were no member announcements

13. Dates to Remember

The next regular meeting of the Library Board will be held on March 21, 2016.

14. Adjournment

The meeting was adjourned at 9:10 pm on a motion by Fred Sullivan.

.....
Chairperson

.....
Secretary