

WELLAND PUBLIC LIBRARY BOARD

MINUTES

Minutes of the sixth regular meeting held on Monday, June 20, 2016 at the Welland Public Library.

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

REGRETS: Anthony Dockrill, Councillor John Chiocchio

Staff: Qingyi Su (*CEO*), Julianne Brunet, Michelle Demers

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

1. Approval of the Agenda

Moved by Lindsay Bryan
Seconded by Shirley Cordiner

16:060 **That the agenda be approved as circulated.** Carried

2. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Chair's Remarks

There were no remarks at this time.

4. Consent Agenda

4.1. Approval of Library Board Minutes of May 16, 2016

4.2. Correspondence

4.2.1. Jane Kemp, former employee re Thank You card.

4.3. Financial Report

4.3.1. Payment of Invoices

4.3.2. Monthly Financial Report

4.4. Chief Executive Officer's Report

4.4.1. CEO's Monthly Report

4.4.2. 2016 May Report on Library Activities

4.5. JHSC Workplace Inspection Form

Moved by Evelyn Comely
Seconded by Glen Johnston

16:061 **That the items in the Consent Agenda be approved as circulated.** Carried

5. Business Arising

There was no business arising to report.

6. Committee Reports

6.1. Event Planning Committee

Options for making the Trunk Sale more successful next year were discussed. These included moving the date, free registration, and moving the location to market square. Henry of Pelham Winery was presented as an option for the Wine & Cheese event. Planning for the Trivia night at the Croatian Hall is moving forward smoothly. Fred shared a list of sources for Board members to consider when looking for donations.

Moved by Lindsay Bryan
Seconded by Shirley Cordiner

16:062 **That the Event Planning Committee Report be received** Carried

7. 2015 Financial Statements (Deloitte LLP)

Ken presented the 2015 Financial Statements for review. He indicated that the Library was in a healthy financial position with a \$120,000 surplus for 2015. Discussion centered around how surplus funds should be managed. Ken will look into low risk options including GIC's and savings accounts. The question of whether the surplus would affect future funding was also raised.

Moved by Marc Skelton
Seconded by Glen Johnston

16:063 **That the 2015 Financial Statements be approved** Carried

8. Staff Reports

8.1. Library Exterior Street Signage

Options and examples for exterior signage were presented by Julianne and discussed including aluminum VS alumapanel. Questions included whether the signs should be bilingual and whether they should display the street address. Glen suggested replacing current signs to be consistent. The Signage Committee will look at the suggestions made and redesign the sign.

Moved by Lindsay Bryan
Seconded by Mark Skelton

16:064 **That the Library Exterior Street Signage Report be received** Carried

8.2. 3D Printer School Outreach Report

It was decided that Outreach would continue in the fall when schools are back in session. Melanie will provide incoming principal contact information. Fred will help introduce library staff to schools.

Moved by Fred Sullivan
Seconded by Evelyn Cordiner

16:065 **That the 3D Printer School Outreach Report be received** Carried

8.3. Proposed Library Branch at Seaway Mall

Ken and Julianne met with the Manager of the Seaway Mall to discuss the possibility of opening a branch within the Mall. The Board agreed to further investigation.

Moved by Shirley Cordiner
Seconded by Marc Skelton

16:066 **That the Proposed Library Branch at the Seaway Mall Report be received** Carried

8.4. 2016-2020 Strategic Planning Report

Marian Pitters will be working with the staff on Staff Development Day to devise action plans based on the goals that were set. A report will be drafted in July/August.

Moved by Lindsay Bryan
Seconded by Fred Sullivan

16:067 **That the 2016-2020 Strategic Planning Report be received** Carried

9. Policies

9.1. Recommended Revisions to Current Policies

9.1.1. Employment of Relatives (AD 2-2.23)

Moved by Shirley Cordiner
Seconded by Marc Skelton

16:068 **That the Employment of Relatives Policy (AD 2-2.23) be rescinded** Carried

9.1.2. Recruitment and Selection Policy (AD 2-2.29)

Moved by Evelyn Comely
Seconded by Shirley Cordiner

16:069 **That the recommended Recruitment and Selection Policy (AD 2-2.9) be approved as amended.** Carried

10. General Business Information/Questions

There were no Information statements or questions.

11. Member Announcements

Shirley Cordiner announced her resignation from the Library Board as she is relocating to another city. There will be a recruiting process initiated by the City to find a replacement.

12. Dates to Remember

- Friday, September 9, 2016, 7 pm Wine & Cheese
- Monday, September 19, 2016, 7 pm Library Board Regular Meeting

13. Closed Meeting

Moved by Glen Johnston
Seconded by Evelyn Comely

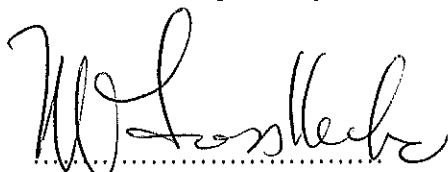
16:070 **That the Board move into Committee of the Whole closed to the public at 8:27 pm to consider personal matters about an identifiable individual, including local board employees** Carried

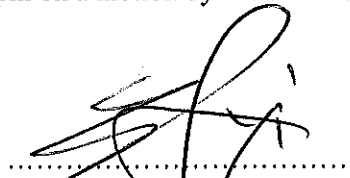
Moved by Lindsay Bryan
Seconded by Marc Skelton

16:071 **That the Board move out of Committee of the Whole at 8:35 pm.** Carried

14. Adjournment

The meeting was adjourned at 8:35 pm on a motion by Fred Sullivan.


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Chairperson


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Secretary