

WELLAND PUBLIC LIBRARY BOARD

MINUTES

Minutes of the first regular meeting held on Monday January 21, 2019 at the Main Branch of the Welland Public Library.

PRESENT: Melanie Gross-Kerho, Lindsay Bryan, Glen Johnston, Melissa McGlashan, Tony Dockrill, Fred Sullivan, Carolyn Fast (7:20pm), Marc Skelton (7:30pm)

ABSENT: John Chiocchio

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

1. The Chair called the meeting to order at 7:10 pm.

Fred Sullivan put forward a motion to move into a Committee of the Whole. The matter in question was clarified by the Board Chair and the motion was rescinded.

2. Approval of the Agenda

Moved by Melissa McGlashan
Seconded by Tony Dockrill

19:01 **That the agenda be approved as circulated**

Carried

3. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Chair's Remarks

Melanie reported that the budget presentation to council was well received and the City Clerk's office has extended the deadline for Library Board applications by two weeks.

5. Consent Agenda

- 5.1. Approval of Library Board Minutes December 10, 2018
- 5.2. Financial Report
 - 5.2.1. Monthly Financial Report
- 5.3. Chief Executive Officer's Report
 - 5.3.1. CEO's Monthly Report – December
 - 5.3.2. 2018 December Report on Library Activities
- 5.4. JHSC Workplace Inspection Form
- 5.5. Staffing Report

Moved by Lindsay Bryan
Seconded by Tony Dockrill

19:02 **That the items in the Consent Agenda be approved as circulated** Carried

6. Business Arising

None.

7. Staff Reports

7.1 2019 OLA Super Conference Report

Julianne reported that four part-time staff and two full-time staff will be attending sessions on a variety of topics at the upcoming OLA Superconference. Staff will produce written reports which will be shared with all staff and the Board upon completion.

Moved by Tony Dockrill
Seconded by Glen Johnston

19:03 **That the 2019 Super Conference Report be received** Carried

7.2 2019 Bequest Fund Request

\$5000 from the Sim bequest was requested for expenditure on print materials in 2019. The funds will enhance a variety of collections including Adult Fiction, Adult Nonfiction, Juvenile Multilingual and the Library's new Indigenous collection.

Moved by Melissa McGlashan
Seconded by Tony Dockrill

19:04 **That the 2019 Bequest Fund Request Report be received** Carried

7.3 Operational Hours Report

Julianne reported that extending operating hours on Christmas Eve and New Year's Eve resulted in significant increases in both visitors and materials circulated. As activity at the Diamond Trail Branch was not as high as anticipated, staff are planning activities to encourage greater use on Christmas Eve and New Year's Eve in 2019. Monday visitor and circulation statistics at the Seaway Mall branch are also steadily increasing as patrons discover the new Monday hours.

Moved by Fred Sullivan
Seconded by Glen Johnston

19:05 **That the Operational Hours Report be received** Carried

8. Policies

8.1. Lending Policy (LS – 1 – 1.2)

This policy has been updated to reflect the addition of loan periods and other circulation guidelines for non-traditional collections such as Wi-Fi hot-spots and board games.

Moved by Tony Dockrill

Seconded by Marc Skelton

19:06 **That the Lending Policy (LS - 1 – 1.2) be approved** Carried

Displaying and Distributing Information for the Public Policy (AD - 6 - 6.4)

This policy was updated to align with current practices and eliminate redundancies.

Moved by Fred Sullivan
Seconded by Lindsay Bryan

19:07 **That the Displaying and Distributing Information for the Public Policy (AD – 6 – 6.4) be approved** Carried

9. General Business Information/Questions

Julianne encouraged Board members to attend a dramatic performance on February 15 at 7pm or February 15 at 2pm at the Community Wellness Complex to support an intergenerational Library initiative made possible through the receipt of the 2018-2020 Seniors Community Grant. The Volunteer Appreciation reception has been moved to April 15 at 6pm, to align with Volunteer Appreciation month.

10. Member Announcements

None

11. Dates to Remember

- Monday, February 25, 2019, 7 pm Library Board Regular Meeting

12. Adjournment

The regular meeting was adjourned at 7:59 pm on a motion by Fred Sullivan.

13. Closed Meeting

The Chair called the meeting to order at 8:09 pm.

The closed meeting was adjourned at 8:55 pm on a motion by Carolyn Fast.


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Chairperson


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Secretary