

### Welland Public Library Board

Minutes of the seventh regular meeting on Monday, August 12, 2024 at the Main Branch Library and via Zoom.

Present: Chair Lindsay Bryan, Vice-Chair Melissa McGlashan, Alyssa Payne, Andrew McChesney, Deanna Villella, Kathryn Jung, Kieran Scott, Tim Wright

Regrets: Councillor Jamie Lee

Staff: Julianne Brunet (Chief Executive Officer), Laura Birkett (Manager of Business Services)

### Minutes

1. Call to Order

The Chair called the regular meeting to order at 6:01 pm.

2. Land Acknowledgement Statement

The land acknowledgement statement was read into the minutes.

3. Approval of the Agenda

Moved by Deanna Villella  
Seconded by Kathryn Jung

**24:061 That the agenda be approved as circulated.**

Carried

4. Disclosure of pecuniary interest

None.

5. Chair's Remarks

The Chair thanked the Board for their attendance at a Summer meeting, and expressed the Board's appreciation for library staff and management for their efforts during a busy summer.

6. Consent Agenda

6.1 Approval of the Open Library Board Minutes of June 17, 2024

6.2 Approval of Closed Library Board Minutes of June 17, 2024

6.3 Financial Report

6.3.1 June 2024 Financials

6.3.2 July 2024 Financials

6.4 Chief Executive Officer's Report

6.4.1 CEO's June Monthly Report

6.4.2 2024 June Report on Library Activities

- 6.5 JHSC June Workplace Inspection Forms
- 6.6 JHSC July Workplace Inspection Forms
- 6.7 Confidential Staffing Update
- 6.8 Provincial Funding Announcement
- 6.9 Draft Update Presentation to City Council

Moved by Kieran Scott  
Seconded by Alyssa Payne

**24:062 That the items in the Consent Agenda be approved as circulated.** Carried

7. Business Arising

None.

8. Staff Reports

8.1 Q2 Key Performance Indicators Report

The Chief Executive Officer provided the Board with an overview of Q2 statistical information which illustrates that the Library is exceeding targets in most key areas. Online visits and usage, reference transactions, program attendance, and total circulation are showing particularly strong increases.

Moved by Tim Wright  
Seconded by Andrew McChesney

**24:063 That the Q2 Key Performance Indicators Report be received for information.** Carried

8.2 2025 Draft Budget

The Chief Executive Officer explained the purpose of the report, outlined the process behind its development, and detailed the Library's anticipated revenues in 2025. The Manager of Business Services outlined anticipated expenditures in 2025 and highlighted areas with significant changes over 2024. The Chief Executive Officer also reviewed the business case to be submitted with the budget.

The Board discussed security costs and plans for reserve fund expenditures in 2025.

Moved by Melissa McGlashan  
Seconded by Alyssa Payne

**24:064 That the 2025 Draft Budget be approved.** Carried

9. Policies

N/A

10. Discussion Items

N/A

11. General Business Information/Questions

None.

12. Member Announcements

None.

13. Dates to Remember

- Monday, September 16, 2024 7:00 pm Library Board Meeting (hybrid)
- Tuesday September 17, 2024 7:00 pm – Update Presentation to Welland City Council

14. Adjournment

The regular meeting was adjourned at 6:43 on a motion by Kieran Scott.

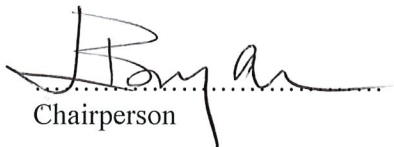
Carried

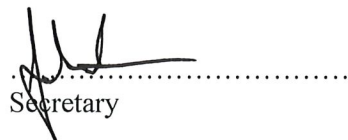
Closed Meeting

The Chair called the meeting to order at 6:44 pm.

The closed meeting was adjourned at 7:10 pm on a motion by Kathryn Jung.

Carried

  
Chairperson

  
Secretary