



NOTL PUBLIC LIBRARY BOARD MEETING MINUTES

**Wednesday, March 27rd, 7:00 p.m.
Rotary Room**

Last motion 19 - 09

1. Call to Order

A regular meeting of the Niagara-on-the-Lake Public Library Board was called to order at 7:00 p.m.

Present: Brice Bible, Allan Bisback (Councilor), Kathleen Cartwright, Robin Foster, Betty Knight, Madeleine Lefebvre, Stuart McCormack (Councilor), Daryl Novak (via phone), Lisa Traficante

Regrets: David Hunter

Staff: Cathy Simpson (CEO), Laura Tait (Manager)

Guests: Jane Andres

2. Introductions

3. Deputations

No deputations were received.

4. Declaration of Conflict of Interest

No conflicts of interest were declared.

5. Approval of Agenda

MOTION 19-10: Moved by S. McCormack that the amended agenda be approved. **CARRIED.**

6. Approval of Consent Agenda

6.1. Library Board Meeting Minutes, February 27th, 2019 *

6.2. CEO Report *

6.3. Correspondence

MOTION 19-11: Moved by D. Novak that the consent agenda be approved. **CARRIED.**

7. Migrant Worker Outreach – Jane Andres

J. Andres made a presentation about her work with migrant farmer labourers and partnership with the library.

8. Orientation – C. Simpson

8.1. Facility Tour

C. Simpson led a tour of the facility including a Makery tour led by Digital Skills for Youth Intern, Mikayla Gora.

8.2. NOTL Public Library Overview *

C. Simpson presented a slide show about the history of the NOTL Public Library, library quick facts and library acronyms.

8.3. Governance Overview, Part I *

C. Simpson presented a slide show about board roles & responsibilities and meeting management.

9. Business Arising from the Library Board Meeting Minutes, January 23rd, 2019

9.1. Dave Hunter Board Appointment – M. Lefebvre

M. Lefebvre reviewed NOTL Town Council's appointment of Dave Hunter to the library board.

9.2. Outgoing Board Member & Applicant Recognition – C. Simpson *

C. Simpson presented a report regarding recognition of library applicants and board members who didn't return for this term.

10. Policy Review & Updates – C. Simpson *

C. Simpson presented a report regarding the tabling of policy reviews until the April Policy Committee meeting.

11. New Business

11.1. Board Chair Update – M. Lefebvre

M. Lefebvre updated the board on her upcoming resignation and a succession plan was discussed.

MOTION 19-12: Moved by A. Bisback that the Board Chair appointment be listed as an agenda item at the April board meeting. **CARRIED.**

11.2. Niagara Region Public Library Board Orientation – C. Simpson *

C. Simpson reviewed the details of the April 27th Regional Board Orientation.

ACTION: Board members to register by April 18th via an online form that will be emailed by the CEO.

11.3. Regional Government Review – C. Simpson *

C. Simpson presented a report on the provincial review of regional government.

ACTION: CEO to gather more information and circulate to board members via email.

11.4. Memorandum Of Understanding (MOU) Committee – R. Foster

R. Foster reported on the MOU Committee's meeting.

MOTION 19-13: Moved by R. Foster that the library board supports the level of specificity in the current MOU draft and directs the CEO to continue to negotiate the MOU schedules with the Town of NOTL CAO. **CARRIED.**

ACTION: Board members to review MOU Schedule A for revisions or additions.

11.5. Staff Update – L. Tait *

L. Tait presented a staff update on the hiring of Kashia Dupuis to the position of Children's Library Service Associate.

12. Board Advocacy & Inquiries

C. Simpson asked if board members would like to attend the State of the Region address on April 3rd.

B. Knight volunteered to attend the Niagara-on-the-Lake Public Art Gallery event with the CEO.

13. Adjournment

MOTION 19-14: Moved by L. Traficante that the meeting be adjourned at 9.22pm. **CARRIED.**

** indicates document attachment*

Next meeting April 24th, 2019, 7:00 p.m., Rotary Room

Mission Statement

The NOTL Public Library is a team of professional staff and community volunteers committed to enriching the community by providing access to the world's ideas and information.

Vision Statement

The NOTL Public Library is an important community hub proactively encouraging community connectivity and creative thinking through its quality, future-focused library services.

Values

Responsive

The NOTL PL will respond to community needs and concerns.

Current

The NOTL PL will be up-to-date with respect to media, materials & outlook.

Collaborative

There will be collaboration between the community, the staff and the Library Board.

Inclusive

The NOTL PL will not discriminate on the basis of gender, race, religion or sexual orientation.

Informed

The Library Board and staff will be informed and maintain professional best practices.

Innovative

The NOTL PL will creatively develop and implement innovative policies and practices while striving for excellence in patron service.

Respectful

The NOTL PL will demonstrate respect for all patrons and their values.