



Minutes of a Meeting of the Lincoln Pelham Union Public Library Board
Tuesday 19 April 2022. 7:30PM
At Fleming Centre 5020 Serena Drive Beamsville, ON

Present: Donna Burton (Co-Chair), Nicole Nolan (Co-Chair), Ruth Gretsinger, Joanna Kocsis, Greg Lewis, Gwendoline MacDougall, Catherine McPherson, Anna Murre, Councillor JD Pachereva, Councillor Adam Russell, Madison Smith, Jennifer Thiessen Tim Wright

Staff: Julie Andrews (CEO), Amy Guilmette (Director, Customer Experience), Kate Palmer (Administrative Assistant, Recorder), Jo-Anne Teeuwsen (Manager, IT & Technical Services)

Regrets: Donald Brown, Donna Edwards, Terry Teather, Councillor Marianne Stewart

- 1. The CEO, J. Andrews welcomed everyone to the first Lincoln Pelham Union Public Library Board meeting and called the meeting to order at 7:32pm.
- 2. No conflict of interest was declared.

3. Approval of Agenda

22-01	Moved: Councillor JD Pachereva	Seconded: G. Lewis
	Be it resolved that the agenda for the meeting of April 19 be approved. Carried.	

4. Elections

a. Executive Structure – discussion

Discussions ensued regarding having the Chairs of the previous Lincoln Public Library (D. Burton) and Pelham Public Library (N. Nolan) Boards be nominated as Co-Chairs for the remainder of the current Board term.

b. Election of Chair(s) – led by Library CEO

J. Andrews, CEO, acting Chair conducted the Elections of Officers of the Board. J. Andrews opened the floor for nominations for the two positions of Co-Chair of the Lincoln Pelham Union Public Library.

There were no further nominations from the floor.

22-02	Moved: A. Murre	Seconded: T. Wright
	Be it resolved that Donna Burton and Nicole Nolan be nominated and appointed Co-Chairs be approved. Carried.	

c. Election of Vice Chair – if necessary, led by Chair

J. Andrews relinquished the Chair at this time and Donna Burton continued the duties as the Co-Chair.

Julie Andrews, CEO; Amy Guilmette, Director, Customer Experience; Jo-Anne Teeuwsen, Manager, IT & Technical Services; Kate Palmer, Administrative Assistant, Recorder, left the meeting at 7:45pm.

5. Resolution to move to closed session – regarding an identifiable individual

22-03	Moved: R. Gretsinger	Seconded: M. Smith
	Be it resolved that the Board move into closed session at 7:45pm to address items that pertains to an identifiable individual be approved. Carried.	

22-04	Moved: G. MacDougall	Seconded: Councillor JD Pachereva
	Be it resolved that the Board rise and report at 8:26pm. Carried.	

22-05	Moved: R. Gretsinger	Seconded: C. McPherson
	Be it resolved that the Board be directed to accept the recommendations of the closed session. Carried.	

Julie Andrews, CEO; Amy Guilmette, Director, Customer Experience; Jo-Anne Teeuwsen, Manager, IT & Technical Services; Kate Palmer, Administrative Assistant, Recorder, joined the meeting at 8:28pm.

6. Creation of Committees

It was agreed upon that the following three working Committees be established: Policy, Finance, and Fundraising. Each Committee will have maximum of four members. Board members were requested to email the CEO with their three choices (in order of preference) of Committees they are interested in serving on and the Committees will be finalized at the next meeting. The Land Acknowledgement will be put to the Policy Committee for review.

7. Request to Lift Consent Agenda Items for Separate Consideration

A. Murre requested that 8.2 – CEO Report – Merger Update be lifted from the Consent Agenda.

8. Consent Agenda Items to be Considered in Block

8.1 Pelham Charitable Trust Financial Summary as of February 28, 2022

8.2 CEO Report – Merger Update

22-06	Moved: T. Wright	Seconded: G. Lewis
	Be it resolved that item 8.1 and 8.2 be lifted from the Consent Agenda for discussion be approved. Carried.	

9. Items for Separate Consideration

8.1 Pelham Charitable Trust Financial Summary as of February 28, 2022

Donna Burton requested that A. Guilmette speak to the Charitable Trust Financial Summary as of February 28, 2022. A. Guilmette spoke to the Charitable Trust Financial Summary and answered questions.

8.2 CEO Report – Merger Update

M. Murre inquired if there will be a new hire or will a current staff member take on the financial tasks of the library when library pulls all operational funds and AP out of the

town systems. J. Andrews stated that Kate Palmer, Administrative Assistant will take on these new tasks.

10. Financial Reports

The A. Guilmette spoke to the Consolidated Financial Report Ending March 31, 2022 and addressed any questions. Future financial reports will include notes identifying variances.

22-07	Moved: Councillor JD Pachereva	Seconded: C. McPherson
	Be it resolved that the Consolidated Financial Report Ending March 31, 2022 be approved. Carried.	

11. Library Board Reports

11.1 Lincoln Council (JD Pachereva and A. Russell)

Councillors Pachereva and Russell gave a brief update. The Town has received \$1.03M the Canada Infrastructure Program (ICIP). The funds will be used to replace the Town's aging water infrastructure.

11.2 Pelham Council (M. Stewart)

No Report.

11.3 Maple Acre Friends (M. Smith)

M. Smith reported that the Tree Carving event will be held on April 22nd at Maple Acre. Willowbrook Nurseries will be donating the plants for the Maple Acre Garden project. \$1,150 has been raised in support of the Maple Acre Tree Carving and Garden project. On May 27th, a BBQ will be hosted in Dedication Celebration of our dedicated volunteers Colleen and Craig.

11.4 Pelham Art Festival (D. Brown)

The 35th Pelham Art Festival; which raises approximately \$10,000 for the library, is in person and will be held May 6-8 at Meridian Community Centre.

11.5 Town of Pelham Seniors Advisory (G. MacDougall)

G. MacDougall reported that the Seniors Active Living Grant was approved and received. The grant will be used to purchase a "Buddy Bench". The site for the bench will most likely be placed in Peace Park. There will be a sign beside the bench indicating its purpose. The year-end review will be presented to Council in May. The PSAC have asked Council to include them in any discussions about future developments that would be used by Seniors as the PSAC were not included in discussions about the new Transit system. How this input would happen has not been determined. A Scam Seminar to be held on May 11 2022 at the MCC. Registration required and lunch is included. Godfrey Brock will be the speaker. He had hoped to have an RCMP Officer with him but that was not possible due to other duties. Seniors in Motion will take place on September 14, 2022 for 1/2 day at the MCC and will include activities that are suitable to keep Seniors in Motion. The Committee was concerned that the last meeting of this term will be in August and it is likely that a new Committee would not be in place until February 2023 which will leave all Fall with no Committee. Not all Senior groups in the Region are Committees of Council so they do not have any restrictions on

meetings. However, because the Municipal elections are earlier this year, the August meeting will be the last one of this present Committee.

22-08	Moved: J. Thiessen	Seconded: G. MacDougall
	Be it resolved that the Board Reports be received as information. Carried.	

12. New Business

12.1 2022 Library Board Meeting Schedule and June Open Houses Schedule

J. Andrews reviewed the 2022 Library Board Meeting schedule and the June Open Houses schedule.

22-09	Moved: R. Gretsinger	Seconded: C. McPherson
	Be it resolved that the 2022 Library Board Meeting Schedule be approved. Carried.	

12.2 Slide Deck from OLS Board Assemble (J. Thiessen and G. Lewis)

J. Thiessen gave a brief review of the OLS Board Assemble Slide Deck. There will be a webinar – “Board Transition: Succession Planning for Public Libraries” on Friday, April 29th for those who are interested in attending. This webinar will be very useful when creating the LPPL’s Succession Planning for 2023.

13. Next Library Board meeting date: May 17, 2022 at 7pm at the Festival Room, Fonthill Branch

14. Adjournment

22-10	Moved: JD Pachereva	
	Be it resolved that the meeting be adjourned at 9:25pm. Carried.	

Library Board Co-Chair _____

Library Board Co-Chair _____

Secretary/Treasurer _____