



Minutes of a Meeting of the Lincoln Pelham Union Public Library Board  
Tuesday 21 June 2022. 7:00pm.  
Held using Zoom Video Conferencing

**Present:** Donna Burton (Co-Chair), Donna Edwards, Nicole Nolan (Co-Chair), Ruth Gretsinger, Joanna Kocsis, Gwendoline MacDougall, Catherine McPherson, Anna Murre, Councillor JD Pachereva, Councillor Adam Russell, Councillor Marianne Stewart, Madison Smith, Terry Teather, Jennifer Thiessen

**Staff:** Julie Andrews (CEO), Amy Guilmette (Director, Customer Experience), Kate Palmer (Administrative Assistant, Recorder), Cassandra Best (Fund Development Coordinator)

**Regrets:** Greg Lewis, Tim Wright

**Absent:** Donald Brown

1. D. Burton (Co-Chair) called the meeting to order at 7:04pm.

**2. Approval of Agenda**

22-21	Moved: Councillor A. Russell	Seconded: Councillor JD Pachereva
	Be it resolved that the agenda for the meeting of June 21, 2022, be approved. Carried.	

**3. Conflict of Interest Declarations**

No Conflict of interest was declared.

**4. Request to lift Consent Agenda Items for separate consideration**

N. Nolan requested that 5.2 Draft Minutes for the Board of Directors meeting held May 17, 2022, be lifted from the consent agenda.

**5. Consent Agenda to be considered in Block:**

**5.1 Pelham Charitable Trust Financial Summary**

**5.2 Draft Minutes of the Board of Directors meeting held May 17, 2022**

22-22	Moved: A. Murre	Seconded: C. McPherson
	Be it resolved item 5.2 be lifted from the Consent Agenda for discussion and that all other items listed on the Consent Agenda be approved. Carried.	

**6. Items for separate consideration if any**

5.2 Draft Minutes of the Board of Directors meeting held on May 17, 2022. N. Nolan requested that the minutes under number 1 Call to Order be amended to remove the word "The" in front of N. Nolan.

## 7. Library Reports

### 7.1 CEO Report for May 2022

J. Andrews spoke to the CEO Report and addressed any questions. C. Best (Fund Development Coordinator) introduced herself and spoke to the CanadaHelps fundraising campaign for Hotspots that is running until the end of June. The Fundraising Committee will be meeting in the first week of July.

22-	Moved: M. Smith	Seconded: D. Edwards
23	Be it resolved that the CEO Report for June 21, 2022, be approved. Carried.	

## 8. Finances

### 8.1 May 31, 2022 - Consolidated Financial Report

A. Guilmette spoke to the Consolidated Financial Report Ending May 31, 2022, and addressed any questions.

22-	Moved: J. Kocsis	Seconded: T. Teather
24	Be it resolved that the Lincoln Pelham Public Library Consolidated Financial Report ending May 31, 2022, be approved. Carried.	

### 8.2 Audited 2021 Financial Statements

J. Andrews spoke to the Lincoln Public Library Statement of Operations for the year ending December 31, 2021 and addressed any questions.

22-	Moved: A. Murre	Seconded: Councillor A. Russell
25	Be it resolved that the Lincoln Public Library Statement of Operations for the year ending December 31, 2021, be approved. Carried.	

A. Guilmette spoke to the Town of Pelham Consolidated Schedule of Library Operations for the year ending December 31, 2021 and addressed any questions.

22-	Moved: N. Nolan	Seconded: G. MacDougall
26	Be it resolved that the Town of Pelham Consolidated Schedule of Library Operations for the year ending December 31, 2021, be approved. Carried.	

R. Gretsinger joined the meeting at 7:36pm.

## 9. Library Board Reports

### 9.1 Pelham Art Festival Report (D. Brown)

A. Guilmette mentioned that the Pelham Art Festival will be donating \$12,000 for 2022 and requested that the donation be designated to the permanent StoryWalk® in Pelham. A cheque presentation will be done once the StoryWalk® has been installed.

### 9.2 Lincoln Councillor's Report (JD. Pachereva and A. Russell)

The Rotary Park Grand Opening Celebration was a great success. Council has launched a 40km/hr. speed limit in selected neighborhoods. Council has also approved the winter maintenance of the entire sidewalk network and approved a new winery with accommodations at Zimmerman & Fly Road.

### 9.3 Pelham Councillor's Report (M. Stewart)

Town of Pelham had a ceremonial flag-raising on June 18<sup>th</sup> in celebration of National Indigenous People's Day. An individual donated an orange bench that will be in placed in Peace Park. New summer programming will include Pelham STEM Camps which will use project-based, inquiry learning to keep campers engaged while exploring weekly topics. On July 1, 2022, Pelham's Canada Day Celebration will take place in Harold Black Park. At 3:00pm, the Grand Parade will travel down Haist Street from A.K. Wigg School to the park. Following the parade, community members will enjoy a welcome ceremony, family activities, sports, and an entertainment stage featuring local talent.

### 9.4 Maple Acre Friends Report (M. Smith)

M. Smith reported that the Annual BBQ was a great success raising \$1,272 and thanked the Town of Pelham for their help in setting up for the event. M. Smith acknowledged Willowbrook Nursery for donating plants, Safe Tree Fenwick for donating mulch, and the Pelham Garden Club for providing expertise and help with the Maple Acre Garden project. Currently, the Friends are focusing on raising donations towards the tree carving project.

### 9.5 Town of Pelham Seniors Advisory Committee Report (G. MacDougall)

The Old Age Friendly Niagara Council met on May 26<sup>th</sup> and at this meeting, the development of the Niagara Older Adult Alliance (NOAA) was explained. Niagara Region has 12 municipalities and 11 have a council representing Seniors. The NOAA expects to be one voice for seniors in the region, advocating for the interests of older adults. A presentation was given from the research group at Brock University who are researching the power of networking. There is a survey that is linked to the Age Friendly website [agefriendlyniagara.com](http://agefriendlyniagara.com) to determine what would strengthen Niagara as a Community for Healthy aging and is open until July 5<sup>th</sup>. The PSAC met with the CEO and Director of Housing Services for the region and the Advisor for Housing and Homelessness Action plan on June 16<sup>th</sup>, 2022 and have plans for future meetings. The PSAC Annual report was presented to council.

### 9.6 Policy Committee Report (G. MacDougall)

G. MacDougall presented the Policy Committee Terms of Reference, the Board By-laws, Sponsorship Policy, Planned Giving Policy, Setting Library Fees Policy, and the Land Acknowledgement Statement that the Policy Committee reviewed and are bringing forward for Board approval. Discussion ensued and the Land Acknowledgement Statement needs further discussion and will be sent back to the committee for further review and will be brought back to September's Board meeting.

22-27	Moved: G. MacDougall	Seconded: J. Kocsis
	Be it resolved that the Policy Committee Terms of Reference be approved. Carried.	

22-28	Moved: G. MacDougall	Seconded: R. Gretsinger
	Be it resolved that the Board By-laws be approved as amended. Carried.	

22-29	Moved: G. MacDougall	Seconded: T. Teather
	Be it resolved that the Sponsorship Policy be approved. Carried.	

22-30	Moved: G. MacDougall	Seconded: N. Nolan
	Be it resolved that the Planned Giving Policy be approved. Carried.	

22-31	Moved: G. MacDougall	Seconded: N. Nolan
	Be it resolved that the Setting Library Fees Policy be approved. Carried.	

22-32	Moved: D. Edwards	Seconded: J. Thiessen
	Be it resolved that the Board Reports be received as information. Carried.	

**10. Business Arising**

**10.1 Report on Mileage for Board Members – J. Andrews**

J. Andrews, CEO will add processing instructions to the mileage reimbursement form.

**11. Next Library Board meeting date: September 20, 2022, at 7pm Rittenhouse Branch**

**12. Adjournment**

22-33	Moved: Councillor JD Pachereva
	Be it resolved that the meeting be adjourned at 8:43pm. Carried.

Library Board Co-Chair \_\_\_\_\_ Date: \_\_\_\_\_

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Secretary/Treasurer \_\_\_\_\_ Date: \_\_\_\_\_