



**Minutes of a Meeting of the Lincoln Pelham Union Public Library Board  
Tuesday 17 October 2023 at 7:00PM  
Fleming Branch, Beamsville**

**Present:** Donna Burton (Chair), Ruth Gretsinger, Linda Roote, Terry Teather, Jayme Toms, Stephanie Xamin, Joanna Kocsis, Nicole Nolan, Andrew Colgoni

**Staff:** Julie Andrews (CEO (Chief Executive Officer)), Susan DiBattista (Director, Community Engagement), Amy Guilmette (Director, Customer Experience), Cassandra Best (Fund Development, Event and Volunteer Coordinator), recorder.

**Regrets: Councillor Niznik, Councillor Mikolic**

1. D. Burton called the meeting to order at 7:02 PM. N. Nolan shared about the Canadian Library Installation at Brock University (public and academic libraries wrap books in Indigenous fabrics with names of murdered and missing women on spine labels) and the importance of the awareness of Murdered and Missing Indigenous women and children

## **2. Approval of Agenda**

23-43	Moved: A. Colgoni	Seconded: T. Teather
	Be it resolved that the agenda for the meeting of October 17, 2023, be approved. Carried.	

## **3. Conflict of Interest Declarations**

No conflict of interest was declared.

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

## **5. Consent Agenda items to be considered:**

- 5.1 CEO Report for October 2023

## **6. Items for Separate Consideration**

CEO report – There was a question about insurance (it must be updated since the merger) and it is funded by the town and remains a line item as it always was. The first round of internal interviews with Armstrong Strategy Group was completed, and they have advised us on moving forward with external interviews. JD Pachereva, Mike Kirkopoulos and Frank Adamson have committed to supporting the capital campaign and will invite others to join.

A project with museum, Friends of Lincoln History, and ways all organizations collect history is underway and the CEO will be at the next Friends of Lincoln History board meeting to collaborate further.

A question arose about fundraising events, and it was specified that money from those events is not earmarked for specific funds at this time.

23-44	Moved: R. Gretsinger	Seconded: L. Roote
	Be it resolved that the consent agenda, with items resolved, be approved. Carried.	

**7. Financial Report:** Meeting with both towns about how finances are reported. This is the time of year when 2024 funds are requested, a budget proposal is being developed.

23-45	Moved: J. Kocsis	Seconded: J. Thoms
	Be it resolved that the Financial Report dated 30 September 2023 be approved. Carried.	

**8. Trauma-Informed Care:** A presentation was made with a summary of the Trauma-Informed course attended by A. Guilmette and S. DiBattista. Policies are being developed through Trauma-Informed lens and recognition and awareness of staff experiencing trauma was acknowledged. As all policies are reviewed appropriate changes will be brought to the board to make the policies more Trauma-Informed.

23-46	Moved: J. Kocsis	Seconded: R. Gretsinger
	Be it resolved that the Trauma-Informed summary be received and filed for information. Carried.	

**9. Summer Program Summary:** Increased sponsors for the Summer Reading program this year and more adult prizes, which encouraged more adult registrations. There was less in person programming attendance this summer, but a lot more Outreach in the community. Outreach happened in Lincoln at various parks, at the Pelham pool, and at Pelham Farmer's Market. Attendance at the Fishing Derby was very impressive (180) and there are plans to make it bigger next year.

23-47	Moved: N. Nolan	Seconded: L. Roote
	Be it resolved that the Summer Program Summary be received and filed for information. Carried.	

**10. Statistical Report to the end of Q3:** Snapshot of the year so far 162,000 in person visits up to the end of September, circulation is way up and has already surpassed last year. More use of e-resources this year as well.

23- 48	Moved: R. Gretsinger	Seconded: S. Xamin
	Be it resolved that the Statistical Report for the end of Q3 be received and filed for information. Carried.	

### 11. Policy Committee Report:

11.1 Safety of Children in the Library – Follows on the heels of Expectations of Behaviours in the library presented last month, it outlines age-appropriate activities and registration page will be updated to reflect changes. Discussion about changing wording about monitoring activities of children online and a few minor edits were made.

23- 49	Moved: J. Kocsis	Seconded: R. Gretsinger
	Be it resolved that the Safety of Children in the Library Policy be approved as amended. Carried.	

### 12. Next meeting: 21 November 2023 via Zoom

December meeting will be a short meeting with a social to follow 12 December, 6pm at Smoke and Moonshine.

### 13. Adjournment

23- 50	Moved: A. Colgoni	
	Be it resolved that the meeting be adjourned at 8:08 PM. Carried.	

Library Board Chair \_\_\_\_\_ Date: \_\_\_\_\_

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