



**Minutes of a Meeting of the Lincoln Pelham Union Public Library Board
Tuesday 20 February 2024 at 7:00PM
Maple Acre**

Present: Donna Burton (Chair), Ruth Gretsinger, Terry Teather, Stephanie Xamin, Nicole Nolan, Andrew Colgoni, Councillor Niznik

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: Jayme Toms, Councillor Mikolic, Joanna Kocsis, Linda Roote

1. D. Burton called the meeting to order at 7:04 and shared that an organization she is part of has created a bursary for Indigenous students studying to work in the library field.

2. Approval of Agenda

24-09	Moved: A. Colgoni	Seconded: Councillor Niznik
	Be it resolved that the agenda for the meeting of February 20, 2024, 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 to be considered in block

24-10	Moved: R. Gretsinger	Seconded: N. Nolan
	Be it resolved that the Consent Agenda be approved. Carried.	

6. Items for Separate Consideration - None

7. Jan 2024 CEO Report & Recent Highlights – First Aid session on Friday, Directors attending PLA conference in Columbus in April, CEO & Chair attended OLA and toured Hazel McCallion Central Library in Mississauga, Niche Academy starting for staff and the public, 2 staff days planned for the year, planning for the first audit with the two towns, met with treasurers on how the DC charges will flow. The CEO will work with Pelham Town Solicitor on an MOU on how to move forward. Fonthill renovation update – Town not successful in getting the GICB grant, but still haven't heard about a \$2

million accessibility grant. Discussion about library censorship and freedom of expression and a letter from the Canadian Federation of Library Associations (CFLA).

24-11	Moved: R. Gretsinger	Seconded: N. Nolan
	Be it resolved that a letter from the LPPL Board be drafted to support and echo the CFLA letter and sent to the Government of Canada be approved. Carried.	

Community Engagement Report Highlights: Established formal partnership with Rose Cottage Visiting Volunteers for a support group. Have had a Service Canada representative come to 3 branches to help people with applying for social insurance and other relevant issues. With funds from Giving Tuesday, we have had 2 Saturday STEAM based programs which have been filling up. Partnered with Lincoln Seniors Centre to support them with crafts. New Teen Associate has been meeting with local schools and youth advisory committees.

24-12	Moved: S. Xamin	Seconded: T. Teather
	Be it resolved that the CEO Report and Community Engagement Highlights for February 20, 2024, be received as information.	

8. Financial Report – Question about PLOG amount and was confirmed from 2023.

24-13	Moved: N. Nolan	Seconded: R. Gretsinger
	Be it resolved that the draft Financial Report for 31 January 2024 be approved. Carried.	

9. Cyber Security Report – Last month discussed concerns about Cyber Security and what had happened with TPL, so a report was created to share security measures taken by LPPL. IT provider is doing staff training to prevent phishing emails and enhance security measures.

24-14	Moved: N. Nolan	Seconded: A. Colgoni
	Be it resolved that the Cyber Security report for 20 February 2024 be approved.	

10. Policy Committee – On the Internet and Technology policy, a revision was made based on feedback from a board member in advance of the meeting. Removed that the 'library board endorses' to 'the library provides access'. Also, in Section 2 on Internet Filtering removed part of sentence about "filtering technology not effective..." In Health and Safety policy an amendment was made to add 'employees requiring assistance'. Edit for consistent language to be CEO/Chief Librarian. Section 2. F. ii. Reference to Trillium to be updated. Appendix B will be edited to remove specific reference to one First Aid provider. Question about how many Volunteers library currently has (1 that has completed the training program rolled out 2 weeks ago, but a contact list of about 120 individuals). Suggestion made about wording for student volunteers on how to add their

volunteer training onto their resume. In Privacy and Access to Information policies reference to Trillium. Discussion around an aggrieved staff person or member of the public reporting to Secretary (who is CEO).

24- 15	Moved: T. Teather	Seconded: R. Gretsinger
	Be it resolved that the Makerspace and Memory Lab; Internet and Technology; Purchasing and Procurement; Inclement Weather; Health and Safety; Volunteer and Privacy and Access to Information policies be approved as amended. Carried.	

11. Adjournment

24- 16	Moved: A. Colgoni	
	Be it resolved that the meeting be adjourned at 8:26 PM. Carried.	

Library Board Chair _____ Date: _____

Secretary/Treasurer _____ Date: _____