



**Minutes of a Meeting of the Lincoln Pelham Public Library Board
Tuesday, April 16, 2024 at 7:00 p.m.
Festival Room of the Fonthill Branch**

Present: Donna Burton (Chair), Andrew Colgoni, Ruth Gretsinger, Stephanie Xamin, Councillor Niznik, Nicole Nolan, Councillor Mikolic, Linda Root, Jayme Toms.

Attending via Zoom: Joanna Kocsis

Staff: Julie Andrews (CEO (Chief Executive Officer)), Susan DiBattista (Director, Community Engagement), Amy Guilmette (Director, Customer Experience), recorder

Regrets: Terry Teather

1. D. Burton called the meeting to order at 7:03 p.m.
 - J. Toms was responsible for the Land Acknowledgement/Reconciliation discussion. Toms highlighted the organization she works for the DSBN and what actions they are doing to foster good citizenship. A priority of their Strategic Plan is *Walking Together* and several initiatives, such as establishing an Indigenous Education Team, have become part of their actions to fulfilling their Strat Plan.

2. Approval of the Agenda

- D. Burton stated that she would like to add an item, staff recognition, as item 12, after policies.

24- 27	Moved: R. Gretsinger	Seconded: J. Toms
	Be it resolved that the agenda as amended for the meeting of April 16 2024, be approved as amended. Carried.	

3. Conflict of Interest Declarations

- None

4. Request to lift Consent Agenda Items for consideration

- None

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

5.1 Draft Minutes of the Board of Directors Meeting held 19 March 2024

5.2 Draft Charitable Account report for 31 March 2024

5.3 Community Engagement Report

24-28	Moved: R. Gretsinger	Seconded: N. Nolan
	Be it resolved that the consent agenda be approved. Carried.	

6. Items for Separate Consideration

- None

7. CEO Report

J. Andrews reported that:

- The Library recently had a great staff day on Easter Monday at the Rittenhouse Branch. Lighter topics and an introduction to the Memory Lab was on the agenda.
- Babies & Books program, a new initiative with Grimsby Public Library and West Lincoln Public Library, will be starting soon. The three libraries have partnered for this program and will be purchasing approximately 700 books. Also included with the book will be information on babies & literacy. Councillor Niznik suggested adding in the St. Catharines hospital for Fonthill births. J. Andrews will explore a partnership with St. Catharines Public Library for this initiative.
- LPPL is currently working hard towards attaining accreditation. A few more policies to be presented in May will mean the Library is very close to completing the requirements.
- Eclipse day was a big deal. Staff fielded a lot of questions about obtaining glasses ahead of the event.
- Living in Niagara Report has been completed and it has a section on Arts & Culture.

24-29	Moved: S. Xamin	Seconded: Councillor Niznik
	Be it resolved that the CEO report for 16 April 2024 be approved. Carried.	

8. Financial Report - JA

8.1 Financial Report for 31 March 2024

- Fundraising is moving along. More eResources are purchased at the start of the year. J. Andrews talked about the 2 upcoming fundraising events.

24-30	Moved: R. Gretsinger	Seconded: A. Colgoni
	Be it resolved that the Financial Report for 31 March 2024 be approved. Carried.	

9. Friends of Lincoln's History Request

- J. Andrews explained that the Friends of Lincoln's History has offered to take control and storage of the 4 filing cabinets of historical land records from the Rittenhouse Branch. Materials in these cabinet belongs to the Town of Lincoln. This will give more space for the Memory Lab at the Rittenhouse Branch.

24-31	Moved: Councillor Niznik	Seconded: N. Nolan
	Be it resolved that the Friends of Lincoln's History request to move and store the 4 filing cabinets of historical land records from the Rittenhouse branch be approved by the Board and the approval communicated to the CAO of the Town of Lincoln for consideration. Carried.	

10. Closed Session: To discuss matters pertaining to identifiable individuals/contractors

24-32	Moved: S. Xamin	Seconded: R. Gretsinger
	Be it resolved that the meeting should be moved into closed session to discuss matters pertaining to identifiable individuals/contractors. Carried.	

24-33	Moved: R. Gretsinger	Seconded: N. Nolan
	Be it resolved that the meeting resumes in open session at 7:54 p.m. Carried.	

*J. Kocsis, attending via Zoom, left meeting at 7:40 p.m.

11. **Policy Committee**, draft policies for review and approval:

- 11.1 Policy List and Review Schedule
- 11.2 Policy Development
- 11.3 Board Orientation, Training and Evaluation Policy
- 11.4 Library Board - CEO Partnership Policy
- 11.5 Information Services Policy

24-34	Moved: L. Roote	Seconded: A. Colgoni
	Be it resolved that the Policy List and Review Schedule; Policy Development Policy; Board Orientation, Training and Evaluation Policy; Library Board/CEO Partnership Policy and Information Services Policy be approved as presented.	

12. Staff Recognition

- The Board presented J. Andrews with a 5 year gift for staff recognition. Congratulations were also given from the Board.
- Councillor Mikolic stated that the Province needs to increase funding of libraries and that the Town of Lincoln Council had put a motion forward on

this issue and that motion is now gaining momentum and being copied and supported by other municipalities (over 20).

13. Adjournment

- Next meeting will be at the Rittenhouse Branch on May 21.

24-	Moved: R. Gretsinger
35	Be is resolved that the meeting is adjourned at 8:15 p.m. Carried.