

**MINUTES
WEST LINCOLN PUBLIC LIBRARY
BOARD MEETING**

Meeting #1 Tuesday, January 16, 2024 – 6pm
West Lincoln Public Library, Smithville Branch

PRESENT:

Board:	Julie Adams Puneet Bajaj Shelley Bradaric Tina Jol David Kurth Christa McBlain Leanne Reilly Wendy Wilson
Staff:	Vanessa Holm, Library CEO

REGRETS:

Call to Order

Library Chair called the meeting to order, welcomed all and established quorum at 6:07pm.

1. Agenda

Moved by: Tina Jol

Seconded by: Wendy Wilson

THAT the West Lincoln Public Library Board approves the agenda for Tuesday, January 16, 2024 as presented including any additions or deletions.
Carried.

2. Disclosure of Pecuniary Interest or Conflict of Interest and the General Nature Thereof

There were no disclosures of pecuniary interests or conflict of interests declared by any members of the West Lincoln Public Library Board.

3. Minutes

Moved by: Christa McBlain

Seconded by: Leanne Reilly

THAT the minutes of the December 19, 2023 regular meeting of West Lincoln Public Library Board be approved as presented.

THAT the confidential minutes relating to the closed session portion of the December 19, 2023 West Lincoln Public Library Board meeting be accepted as presented; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.
Carried.

4. Correspondence

- a) Sent - None
- b) Received - None

5. Financial Matters

a) Actual vs Budget Year to Date Report

Moved by: Shelley Bradaric Seconded by: Puneet Bajaj

THAT the Actual vs Budget Year to Date report be accepted for information.
Carried.

6. Report

a) Library CEO presented the December 2023 CEO's Report

7. Library Business

a) Regional Governance Review

The Library CEO and Board discussed the regional governance review, which included, but was not limited to:

- Some of the eleven Niagara Region public library systems, including West Lincoln, have prepared a written submission which was discussed at an all-trustees meeting on January 15, 2024
- The purpose of the paper is not to take a position on a preferred governance structure for Niagara but instead to focus on what public libraries in the region have already been doing to co-operate and share services.
- A copy of the written submission was sent to the Mayor and CAO for information

Moved by: Tina Jol

Seconded by: David Kurth

THAT the report, "Public Libraries in the Niagara Region on Regional Governance Review" is accepted and endorsed by West Lincoln Public Library Board.
Carried.

b) Ontario Library Association Super Conference

- Two Board members will be attending the Trustee Boot Camp on January 27, 2024; Library staff will be attending the conference as well.

c) 2024 Library Budgets

- At an all-committees meeting on January 15, 2024, the Finance department presented the capital budgets from all departments. Council received this for information and will discuss at subsequent meetings.

d) Strategic Plan Milestones Document

- Library CEO presented the Strategic Plan Milestones Document

Moved by: Puneet Bajaj

Seconded by: Shelley Bradaric

THAT the Strategic Plan Milestones document be approved as presented, and that the consultant meets with the interim CEO to review the Strategic Plan.
Carried.

8. Next Meeting Date: February 27, 2024

9. Closed Session

a) Personnel Matter - Library Staffing Update

Moved by: Tina Jol

Seconded by: Wendy Wilson

THAT the next portion of this meeting be closed to the public, at the time of 6:38pm to consider the following pursuant to Section 239 (2) of the Municipal Act 2001 or Section 16.1 (4) Public Libraries Act:

Applicable closed session exemptions(s): Personal matters about an identifiable individual(s) including municipal or local board employees.
Carried.

Moved by: Wendy Wilson

Seconded by: Puneet Bajaj

THAT this West Lincoln Public Library Board meeting does now resume in open session at the time of 6:45pm.
Carried.

Re: Personnel Matter - Library Staffing Update

Moved: David Kurth

Seconded by: Tina Jol

THAT the HR Committee will proceed as discussed in closed session with respect to personnel issues.
Carried.

10. Announcements

a) Board Roundtable of Announcements

- Discussion of cyber attacks on public libraries; Library CEO will let Board know about protection for West Lincoln Public Library, including cyber insurance

11. Adjournment

Moved by: David Kurth

THAT the January 16, 2024 West Lincoln Public Library Board Meeting adjourns at 6:58pm.
Carried.

JULIE ADAMS, CHAIR

VANESSA HOLM, CEO