

Port Colborne Public Library Board Meeting Agenda

Date: Wednesday, October 4, 2023
Time: 6:00 pm
Location: Library Auditorium, Port Colborne Public Library
310 King St, Port Colborne

1. Call to Order

2. Land Acknowledgement

Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The City of Port Colborne and the Port Colborne Public Library stand with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

3. Disclosures of Interest

4. Adoption of Agenda

5. Approval of Minutes

5.1 Minutes of the September 6, 2023 Library Board meeting

5.2 Minutes of the September 8, 2023 CEO Hiring and Transition Committee

5.3 Minutes of the September 15, 2023 CEO Hiring and Transition Committee

6. Confidential Items

Confidential reports will be distributed under separate cover. Items may require a closed meeting in accordance with the Public Libraries Act and the Municipal Act.

6.1 Staffing Update, Labour Relations or Employee Negotiations

Labour relations or employee negotiations, pursuant to Section 16.1(4)(d) of the *Public Libraries Act* as amended, and the Municipal Act, 2001, Subsection 239(2)(b) personal matters about an identifiable individual, including municipal and local board employees.

Note: Bryan Boles (City of Port Colborne Director of Corporate Services/Treasurer) and Mary Murray (City of Port Colborne Chief Human Resources Officer) will be in attendance.

7. Business Arising from the Minutes

8. Consent Items

The following items are considered to be routine and non-controversial by the Library board and will be approved at this time. There will be no separate discussion of any of these items unless a Board member requests it, in which case the item will not be consented to and will be considered in the normal sequence of the agenda.

8.1 Financial Report

Year-to-date financial report on revenue and expenditures.

- a. Financial Report, September 28, 2023

8.2 Public Relations Reports

Report on programming and outreach activities.

- a. Librarian's Report, October 2023

8.3 Media Items

Media and promotional items including the monthly newsletter.

- a. Off the Shelf Newsletter, October 2023

9. Discussion Items

9.1 2024 Operating and Capital Budgets

- a. 2024 Capital Budget

- a. 2024 Capital Budget Update

- b. Library Reserves and Reserves Fund Policy

- b. Verbal Report - 2024 Operating Budget from the CEO

9.2 Committee Reports

- a. CEO Hiring and Transition Committee
- b. Policy Review and Development Committee
- c. Advocacy and Fundraising Committee

9.3 Verbal Report - Memorandum of Understanding from the CEO

10. Motions

11. Notice of Motions

12. Roundtable

13. Other Business

14. Next Meeting Date and Adjournment