



## Port Colborne Public Library Board Meeting Agenda

**Date:** Wednesday, March 6, 2024  
**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 February 7, 2024 Board Meeting

**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 Minutes of the closed portion of the February 7, 2024 meeting

**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**

- a. Financial Report - February 28, 2024 Operating Budget
- b. Public Library Operating Grant Confirmation of Funds

### **8.2 Circulation Report**

- a. Circulation Report - January 2024

### **8.3 Public Relations Report**

- a. Librarian's Report - February 2024

### **8.4 Media Items**

- a. Off-the-Shelf Newsletter, March - April 2024

## **9. Discussion Items**

### **9.1 Shared Services - Verbal Report (M. Cooper)**

### **9.2 Board Governance**

- a. Work Plan
- b. Board Evaluation
- c. Committees

### **9.3 Chair's Report - Verbal Report (M. Cooper)**

### **9.4 Acting CEO's Report - Verbal**

## **10. Policies**

### **10.1 HR-01: Human Resources Management**

- 10.2 HR-02: Health and Safety of Staff
- 10.3 HR-03: Prevention of Workplace Violence
- 10.4 HR-04: Employee Conduct
- 10.5 HR-08: Health and Safety Policy Statement
- 10.6 HR-10: Disconnecting from Work
- 10.7 HR-12: Workplace Harassment and Discrimination
- 10.8 HR-13: Safety, Security, and Emergencies

**11. Motions**

**12. Notice of Motions**

**13. Roundtable**

**14. Other Business**

**15. Next Meeting Date and Adjournment**