

Port Colborne Public Library Board Meeting Agenda

Date: Wednesday, June 5, 2024
Time: 6:00 pm
Location: L.R. Wilson Heritage Research Archives
286 King St, Port Colborne, ON L3K 4H2

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

6. Business Arising from the Minutes

7. Financial Presentation (B. Boles)

7.1 2023 Year End Financial Statements

7.2 Memorandum of Understanding

7.3 Development Charges

7.4 2025 Budget

7.5 Work Day Accounting and HR Software

8. Policies

- 8.1 GOV-06: Financial Control and Oversight
- 8.2 GOV-12: Library Reserves and Reserves Funds
- 8.3 OP-02: Tangible Capital Asset Policy
- 8.4 OP-19: King Street Sign

9. 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.

9.1 Financial Reports

- a. 2024 Operating Budget (as of May 31, 2024)
- b. 2024 Facilities Budget (as of May 31, 2024)

9.2 Circulation Report

- a. Circulation Report, April 2024
- b. Circulation Snapshot, April 2024

9.3 Public Relations Report

- a. Librarian's Report, May 2024

9.4 Correspondence

- a. Festival of the Arts
- b. Steele St. Class Visits

10. Discussion and Decision Items

- 10.1 Board Evaluation (M. Cooper)
- 10.2 Draft Resolution - Public Libraries and Older Adults (R. Tkachuk)

a. Township of Wainfleet Resolution

10.3 St. Catharines Public Library Reciprocal Borrowing Agreement (R. Tkachuk)

10.4 Memorandum from Acting CEO Rachel Tkachuk - Erwin Taylor Charitable Foundation Donation Transfer

10.5 Acting CEO Report - Verbal (R. Tkachuk)

11. 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.

11.1 Minutes of the closed session of the May 22, 2024 closed meeting

11.2 Confidential Human Resources Matter- pursuant to Public Libraries Act, Section 16.1(4)(b) of the personal matters about an identifiable individual

12. Motions

13. Notice of Motions

14. Roundtable

15. Other Business

16. Next Meeting Date and Adjournment