



**Minutes of a Meeting of the Lincoln Pelham Union Public Library Board  
Tuesday 21 November 2023 at 7:00PM  
Zoom**

**Present:** Donna Burton (Chair), Ruth Gretsinger, Linda Roote, Terry Teather, Jayme Toms, Stephanie Xamin, Nicole Nolan, Councillor Niznik  
**Staff:** Julie Andrews (CEO (Chief Executive Officer)), Susan DiBattista (Director, Community Engagement), Amy Guilmette (Director, Customer Experience), Cassandra Best (Fund Development, Event and Volunteer Coordinator), recorder.  
**Regrets:** Councillor Mikolic, Andrew Colgoni, Joanna Kocsis

1. D. Burton called the meeting to order at 7:08 PM. Councillor Niznik shared about an Indigenous book she had just read that resonated with her in a powerful way. It highlighted the injustice taking place in Indigenous communities in northern Ontario.

**2. Approval of Agenda**

23-51	Moved: J. Toms	Seconded: Councillor Niznik
	Be it resolved that the agenda for the meeting of November 21, 2023, be approved. Carried.	

**3. Conflict of Interest Declarations**

No conflict of interest was declared.

**4. Request to lift Consent Agenda Items for separate consideration**

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

23-52	Moved: T. Teather	Seconded: R. Gretsinger
	Be it resolved that the Consent Agenda be approved. Carried.	

**6. Items for Separate Consideration - None**

**7. Community Engagement Report:** Some highlights given were that M. Daley has attended some senior's events in Pelham, S. DiBattista has joined a Community Practice DEI group that will meet quarterly, K. Spence was accepted into Leadership Niagara program. November 19<sup>th</sup> was customer appreciation day.

	Moved: N. Nolan	Seconded: S. Xamin
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23-53	Be it resolved that the Community Engagement Report be received and filed for information. Carried.
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**8. CEO Report:** Two new positions were filled, a Children's Program Associate was hired internally for 10 hours a week in Pelham. A new person is coming into the Teen Programming role with a great deal of experience working with youth in Niagara Region. A highlight was given on Staff Day on November 10<sup>th</sup> and a new learning module Niche Academy is coming to the library for staff and clients. Planning Study is underway with the goal of 40 interviews being completed. Architect for Fonthill was awarded to Ward 99, which is the same firm that has been doing drawings for MFR. CEO meeting with Building and Planning department on Thursday and going over the Green Municipal Fund application.

23-54	Moved: J. Toms	Seconded: L. Roote
	Be it resolved that the CEO Report be received and filed for information. Carried.	

**9. Financial Report:** Still haven't received public libraries grant for 2023, but no libraries have. Expect to have a small surplus at the end of the year. Budgets are still being worked on in Lincoln and Pelham. Question about difference between staffing and administration costs, explained what falls under Administration (insurance, office supplies, things needed to run the library that is not staffing).

23-55	Moved: R. Gretsinger	Seconded: T. Teather
	Be it resolved that the Financial Report for 31 October 2023 be approved. Carried.	

**10. Meetings and Closures for 2024:**

23-56	Moved: Councillor Niznik	Seconded: N. Nolan
	Be it resolved that the meetings and closures schedule for 2024 be approved. Carried.	

**11. Closed Session:**

23-57	Moved: R. Gretsinger	Seconded: J. Toms
	Be it resolved that the meeting move into closed session to discuss matters pertaining to an identifiable individual. Carried.	

23-58	Moved: R. Gretsinger	Seconded: L. Roote
	Be it resolved that the meeting move out of closed session and the decisions made in closed session are carried out by the CEO. Carried.	

**12. Adjournment: 8:17pm**

23- 59	Moved: N. Nolan	
	Be it resolved that the meeting be adjourned at 8:17 PM. Carried.	

Library Board Chair Donnam Ruston Date: Dec 12 / 23  
Secretary/Treasurer Jindur Date: 12 Dec 2023.

