

MINUTES of the First Regular Board Meeting of 2021

Monday, January 18, 2021, 6:15 p.m.

Virtual Meeting held via Microsoft Teams

Present:

Michael Cooper (Chair)
Bryan Ingram (Vice-Chair)
Councillor Mark Bagu
Brian Beck
Valerie Catton
Harmony Cooper
Jeanette Frenette
Ann Kennerly
Cheryl MacMillan
Scott Luey (CEO)
Bryan Boles (Treasurer)
Susan Therrien (Director of Library Services/Board Secretary)

1. Call to Order

The Chair called the meeting to order at 6:21 p.m.

2. Declaration of Conflict of Interest

Nil.

3. Adoption of the Agenda

Moved by J. Frenette

Seconded by C. MacMillan

21:001 That the agenda be adopted as circulated.

CARRIED

4. Approval of the Minutes of the Previous Meeting

Moved by V. Catton

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Seconded by J. Frenette

21:002 That the minutes of the December 1, 2020 meeting be adopted as circulated.

CARRIED

5. Business Arising from the Minutes

Nil.

6. Consent Items

6.1. Financial Statement

- January 15, 2021

6.2. Public Relations Report

- Report submitted by Librarian R. Tkachuk on virtual library programming, e-resources and social media during December 2020.

6.3. Media Items

- *Library Digital Programming Newsletter*, January 2021
- *City Hall News*, December 2020 / January 2021

Moved by H. Cooper

Seconded by B. Beck

21:003 That Consent Items 6.1 to 6.4 be received for information purposes.

CARRIED

7. Discussion Items

7.1. Library Operations During the State of Emergency

The Director of Library Services reported to the Board on services and operations during the State of Emergency. The library will continue with contactless curbside pick-up for library materials and print services. Only staff

engaged in curbside activities will work on-site; other staff will work remotely. Digital programming including virtual class visits are planned. The Library's *Safety Plan* is complete and available for review by staff and the public. Councillor Bagu extended his appreciation to library staff for their efforts to continue to elevate library services despite the restrictions posed by the pandemic.

7.2. Closed Session

Moved by H. Cooper

Seconded by B. Ingram

21:004 That the Board do now move into closed session for reasons permitted under the Public Libraries Act re: discussion of matters about an identifiable individual at approximately 6:33 p.m.

CARRIED

Moved by B. Ingram

Seconded by H. Cooper

21:005 That the Board do now rise from closed session with report at approximately 6:41 p.m.

CARRIED

7.3. Canada Emergency Wage Subsidy (CEWS)

Bryan Boles, Treasurer, presented a verbal report to the Board. Discussion followed, with the Board requesting further information at the next meeting.

8. Decision Items

8.1. Policy Review

8.1.1. *Capital Tangible Asset Policy*

Moved by C. MacMillan

Seconded by J. Frenette

21:006 That the Port Colborne Public Library Board adopts the City of Port

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Colborne *Capital Tangible Asset Policy* as presented.

CARRIED

9. Board Members' Items

Nil.

10. Notices of Motion

Nil.

11. Date of the Next Meeting

The Chair will confirm the next meeting date and the Director of Library Services will send notification to the Board.

12. Adjournment

Moved by A. Kennerly
Seconded by H. Cooper

21:0007 That the meeting be adjourned at approximately 8:01 p.m.
CARRIED

Michael Cooper
Board Chair
February 2, 2021

Susan Therrien
Director of Library Services
Board Secretary
February 2, 2021