



APPROVED

SPECIAL BOARD MEETING
CENTENNIAL BRANCH BOARDROOM
MINUTES
April 4, 2024

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Maria Brigantino	Tricia-Lynn Pascia
Ken Burden	
Joan Christensen	
Larry Graber, Chair	
Samantha Mclean	
Barb Ruegg	
Stan Sauer	
STAFF PRESENT	DELEGATIONS
Schelley Hiebert, CEO	

The meeting was brought to order by the Chair at approximately 4:28 p.m.

1. APPROVAL OF AGENDA

1.1 Approval of Agenda

**24-028 Moved by: Ken Burden
Seconded by: Joan Christensen**

That the Agenda of the April 4, 2024 Special Board Meeting be approved as presented.

Carried

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. CLOSED SESSION

24-029 **Moved by: Barb Ruegg**
Seconded by: Maria Brigantino

That the Fort Erie Public Library Board does now enter into Closed Session at approximately 4:29 p.m. to discuss the following:

Legal Matters: Communications solicitor-client privilege

Carried

24-030 **Moved by: Ken Burden**
Seconded by: Joan Christensen

That the Fort Erie Public Library Board does now rise and reconvene from Closed Session at 5:15 p.m. without report.

Carried

4. POLICY

24-031 **Moved by: Stan Sauer**
Seconded by: Sam Mclean

That the Fort Erie Public Library Board approve the Video Surveillance Policy, as amended to include the statement “approximately sixty (60) days. (Section 3 – Retention)

Carried

The CEO circulated a draft Video Surveillance policy for discussion and approval of the Board. Due to the increase of vandalism and incidents of violence inside the library buildings, local law enforcement has strongly suggested that video surveillance cameras be installed. The Board Members agreed that for the safety of the patrons and the staff, cameras would be installed at all branches. In anticipation of cameras becoming operational, it was necessary to have a Video Surveillance Policy in place. In reviewing the draft policy, Board members agreed that the retention period for information that has not been viewed for law enforcement, the time frame would be for “approximately sixty (60) days.

5. ADJOURNMENT

As there was no further business, the Chair of the Board declared the meeting adjourned at approximately 5:26 p.m.

The undersigned have reviewed the Minutes of the April 4, 2024 Regular Board Meeting.

Larry Graber, Chair