

**Queen's University Library**  
**Joint Health and Safety Committee**

**DATE: February 10, 2025**

**TIME: 11am**

Present: Nancy P, Dianne C, Doug O, Rachael M, Nathalie S, Gladys N, Kate D, Ken H. and Sandra Jeffers (EH&S)

1. Approval of agenda

Agenda approved

2. Approval of minutes: December 11, 2024

3. Minutes approved

4. Business Arising

No business arising

5. Other/New Business

A smell like rotten eggs was reported from the Lower Level of Stauffer this morning, facilities inspected, and it was related to purging the lines of the fire suppression system (which had also set off the fire alarm this morning).

6. Safety Officer's Report

- Injury reports

- 3 injury reports/near misses

- Light fixture fell at Jordan (no injury)

- Injury at Education – overhead bin at desk, door closed on staff head – no loss of time

- Stauffer, staff member turned and ran into a wall – no loss of time

- Security reports

- Nothing to report

7. Reports from Members

- Ken and Dianne – have an outstanding site review

- Nancy recommended to review the site inspection schedule

8. Next meeting:

March 27, 2025

Chair: Nancy

Minutes: Ken