

**Meeting of the Brantford Public Library Board  
Thursday May 16, 2019  
Main Library Boardroom, 4:30pm – 5:21pm**

**Vision Statement**  
**A community connected through innovation, discovery, and creativity.**

**MINUTES**

**Members Present:** M. McGeein (chair), C. Freibauer (vice-chair), Councillor J. Wall, Councillor J. Utley, J. Morrissey, G. Woodburn, J. Heath.  
**Regrets:** M. Reniers, K. Towler.  
**Staff Present:** R.-L. Aramburo, K. Symons, J. Clark, Z. Ozols, K. Nielsen.  
**Recording Secretary:** J. Geerts.

**1. APPROVAL OF THE AGENDA**

37-19                    MOVED BY:            Councillor J. Wall  
                              SECONDED BY:        Councillor J. Utley

That the agenda for the May 16, 2019 Board Meeting be approved.

Carried.

**2. DECLARATION OF CONFLICT OF INTEREST**

None.

**3. PRESENTATIONS**

a.     2018 Year in Review, Part 2 (Public Services)

Manager of Public Services presented an overview of the Department, including staffing compliments and general information. The department focus is on the delivery, development and oversight of services to the public. K. Nielsen highlighted the department's 2018 accomplishments and challenges, and priorities for 2019.

**4. APPROVAL OF THE MINUTES OF April 18, 2019**

38-19                    MOVED BY:            J. Heath

SECONDED BY: G. Woodburn

That the minutes of the April 18, 2019 Board Meeting be approved.

Carried.

**5. BUSINESS ARISING FROM THE MINUTES**

a. Code of Conduct

City Legal Department reviewed Rules of Conduct policy and provided suggestions for minor revisions.

The Board passed the policy pending legal review at the April 18<sup>th</sup> 2019 Board meeting.

b. Naloxone

The Library is part of the City initiative to develop procedures and training for staff to administer Naloxone in the event of an opioid overdose. Participation in the program will be on a voluntary basis.

**6. CORRESPONDENCE**

None.

**7. RESOLUTION REPORTS**

a. Reciprocal Borrowing

39-19

MOVED BY: C. Freibauer  
SECONDED BY: J. Heath

WHEREAS it was approved that Brantford Public Library and County of Brant Public Library work together to develop a mutually agreed upon reciprocal borrowing agreement, to be implemented in 2019,

BE IT RESOLVED THAT the Board approve the Reciprocal Borrowing Agreement between County of Brant Public Library and Brantford Public Library as presented.

Carried.

This agreement applies to the County of Brant Public Library.

If there is interest from other municipalities, additional agreements would have to be developed separately.

## **8. INFORMATION REPORTS**

### **a. CEO Report**

#### **Highlights:**

CEO/Chief Librarian explained impact of provincial budget reduction to SOLS (Southern Ontario Library Service). Interlibrary loan system is currently suspended, with delivery services eliminated. Plans to adapt and re-introduce interlibrary loan services are underway.

Five wireless mifi hotspots have been added to the library's collection and will begin circulating as a pilot initiative this summer.

### **b. March Financials**

Financial statements for March 2019 were received.

### **c. 1<sup>st</sup> Quarter Library Use Statistics**

This quarter was compared to the final period of the Façade project in 2018, so it is encouraging to see positive indicators of library use. Statistics show: increased physical circulation numbers, strong eResource use, new platforms continuing to gain popularity, and well attended programs for all ages.

### **d. Strategic Plan 2019 Actions Update**

Document providing status updates for each 2019 Strategic Plan Action was included in the Board package.

### **e. Library's role in supporting student online learning**

New provincial requirements for high school online coursework is to be implemented in 2020/2021 school year. Topic to be revisited when more information becomes available.

**9. COMMITTEE REPORTS**

**A. Review Committee**

No meeting.

**B. Planning and Policy Committee**

Draft Committee meeting minutes of April 29, 2019 were received.

**C. Governance Committee**

No meeting.

**D. SOLS**

SOLS workshop for Boards and CEOs on governance will be held June 8 in Hamilton.

**10. NOTICE OF DISCUSSION**

**a. Fundraising**

To be discussed at future Policy and Planning Committee meeting.

**b. Donation received**

To be discussed at future Review Committee meeting.

**c. Security Cameras**

Recent resolution passed by City Council to investigate coordinated surveillance system for downtown. Staff will consider library participation in the project.

**11. OTHER BUSINESS**

**a. Card/gift to be sent to Board member, K. Towler.**

**b. AODA training for Volunteers**

Library Board members are required to do AODA training. Members will receive email link to do the training.

**12. NEXT MEETING DATE**

June 20 2019 4:30pm.

**13. ADJOURNMENT**

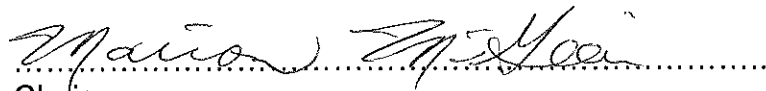
40-19

MOVED BY: M. McGeein

Board Chair declared the meeting adjourned at 5:21pm

Carried.

Read and approved.....June 20.....2019

  
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Chair