

**Meeting of the Brantford Public Library Board
Thursday, February 16 2023
Main Library Board Room/Videoconference
4:38 pm – 5:33 pm**

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

MINUTES

Members Present: M. McGeein, D. Aguilar, R. Breen, A. Fiszau, Councillor M. Samwell (Arrived 4:57).

Members Videoconference: J. Heath.

Regrets: K. Towler, M. Reniers, Councillor G. Caputo.

Staff Present: R. Aramburo, L. Warner, K. Symons, Z. Ozols.

Recording Secretary: M. Male.

1. APPROVAL OF THE AGENDA

08-23

MOVED BY: J. Heath
SECONDED BY: D. Aguilar

That the agenda for the February 16, 2023 Board Meeting be approved.

Carried.

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. PRESENTATIONS

None.

4. APPROVAL OF THE MINUTES of JANUARY 16, 2023

09-23

a. JANUARY 16, 2023 Board Meeting Minutes

MOVED BY: D. Aguilar
SECONDED BY: R. Breen

That the minutes of the JANUARY 16, 2023 Board Meeting be approved.

Carried.

5. **BUSINESS ARISING FROM THE MINUTES**

None.

6. **CORRESPONDENCE**

None.

7. **RESOLUTION REPORTS**

a. Nominating Committee

10-23

That the report from the Nominating Committee be approved for the 2023 Slate of Officers and Committee Membership:

Nominating Committee Appointments

MOVED BY: A. Fiszauf

SECONDED BY: D. Aguilar

That the report from the Nominating Committee be approved for the 2023-2024 Slate of Officers and Committee Membership:

REVIEW COMMITTEE

Chair: M. Reniers

Members: K. Towler

J. Heath

D. Aguilar

Ex-Officio: M. McGeein

R. Aramburo (Secretary-Treasurer)

PLANNING AND POLICY COMMITTEE

Chair: J. Heath

Members: D. Aguilar

M. Reniers

R. Breen

Ex-Officio: M. McGeein

R. Aramburo (Secretary-Treasurer)

GOVERNANCE COMMITTEE

Chair: K. Towler

Member: A. Fiszau
R. Breen
Ex-Officio: M. McGeein

R. Aramburo (Secretary-Treasurer)

Carried.

Nominating Committee met and presented their recommended the 2023 slate of officers, as noted above.

b. Strategic Plan 2023 - 2027

11-23

MOVED BY: J. Heath
SECONDED BY: A. Fiszau

BE IT RESOLVED THAT the Brantford Public Library Strategic Plan, 2023-2027 be approved, as presented.

Carried.

c. 2023 Capital Budget and Minor Capital Approval

12-23

MOVED BY: J. Heath
SECONDED BY: R. Breen

WHEREAS City Council approved the 2023 Capital Plan on January 31, 2023;

BE IT RESOLVED THAT the 2023 Capital Budget be approved as follows:

Project	Year	Funding Amount
New Branch Library	2023	\$913,200
Alternative Library Services Delivery Equipment	2023	\$102,000
Lighting Upgrades	2023	\$75,000

AND THAT the following minor capital projects be funded from Library Reserves up to the amounts identified below in the coming one to two-year period:

Project	Amount	Reserve Fund
Infestation Equipment	\$10,000	Equipment Reserve
Main Library Exterior Stucco Repairs	\$15,000	Equipment Reserve
Shelving Additions	\$10,000	Equipment Reserve
Public Furniture Replacements	\$50,000	Equipment Reserve Fund
Microfiche Viewers and Printers	\$15,000	Automated Equipment Reserve
St. Paul Branch Server/IT Equipment	\$15,000	Automated Equipment Reserve
Local History	\$20,000	Automated Equipment Reserve
Main Library Alarm System Replacement	\$18,000	Equipment Reserve
Local History Digitization	\$20,000	Automated Equipment Reserve

Carried.

Minor capital items funded from Library Reserves are approved by the Board all at once rather than individually.

d. Update to Southwest Community Centre Letter of Intent

13-23

MOVED BY: Councillor M. Samwell
 SECONDED BY: J. Heath

WHEREAS the Library Board and City Council approved a Letter of Intent, dated December 21, 2021 addressed to the Grand Erie District School Board for the purpose of confirming the parties' commitment to pursue a shared facility in the southwest;

AND WHEREAS the space allocations included in the original letter for the City and Library portions of the project have changed as the project has progressed;

BE IT RESOLVED that Library staff be authorized to sign the Update to Letter of Intent (New Build in the Southwest – 346 Shellard Lane School, Community Centre, and Library) to confirm and document the pertinent changes.

Carried.

8. INFORMATION REPORTS

a. Library Board Orientation

R. Aramburo provided further orientation information to the Board, including an overview of the recommendations from the 2021 Library Planning Study. Community consultations that took place during the Library Planning Study informed the development of the new Strategic Plan.

An introduction to the Ontario Library Service (OLS) Governance Hub website was also provided. OLS has upcoming training sessions for Library Board members.

New Board members were matched with returning Board members for mentoring.

b. CEO Report – January

Recent and upcoming activities and decisions were provided in the report. Operating Budget presentation went well. Preliminary designs for the new southwest branch were shared with Board. The new Integrated Library System is going live in February.

c. December 2022 Financial Statements

Financial Statements for December 2022 were received.

d. 2022 Fourth Quarter and Annual Library Use Statistics

Comparing 2022 to 2021 statistics showed significant increases. Including 2019 statistics gives a fuller picture of Library use pre-pandemic compared to now.

e. 2022 Health and Safety Report

9. COMMITTEE REPORTS

a. Review Committee

No meeting.

b. Planning and Policy Committee

No meeting.

c. Governance Committee

No meeting.

d. OLS

No meeting.

10. CITY COUNCILLORS REPORT

The budget presentation went well. City Council will make final approval on February 28, 2023.

11. NOTICE OF DISCUSSION

None.

12. OTHER BUSINESS

None.

13. UPCOMING DATES

Library Board Meeting, April 20, 2023 4:30 pm

There will be Board picture at the April 20th meeting.

14. ADJOURNMENT

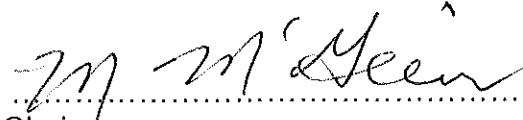
Board Chair declared the meeting adjourned at 5:33 pm.

14-23

MOVED BY: D. Aguilar

Carried.

Read and approved.....April 20.....2023.


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Chair