

**Meeting of the Brantford Public Library Board
Thursday, September 21 2023
Main Library Board Room/Videoconference
4:30 pm – 5:35 pm**

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

MINUTES

Members Present: M. McGeein, J. Heath, M. Reniers, K. Adams, D. Aguilar, A. Fisztauf, Councillor M. Samwell (Exited 5:30pm).

Virtually: R. Breen (Arrived 4:40pm).

Regrets: Councillor G. Caputo.

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

Recording Secretary: Michelle Male.

1. APPROVAL OF THE AGENDA

42-23

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

That the agenda for the September 21, 2023 Board Meeting be approved.

Carried.

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. PRESENTATIONS

a. Southwest Library Branch Update

Presentation by R. Aramburo provided an update on the Southwest Library Branch.

4. APPROVAL OF THE MINUTES of AUGUST 17, 2023

43-23

a. August 17, 2023 Board Meeting Minutes

MOVED BY: A. Fisztauf
SECONDED BY: Councillor M. Samwell

That the minutes of the AUGUST 17, 2023 Board Meeting be

approved.

Carried.

5. BUSINESS ARISING FROM THE MINUTES

None.

6. CORRESPONDENCE

None.

7. RESOLUTION REPORTS

a. Southwest Library Branch Commitment

44-23

MOVED BY: M. Reniers

SECONDED BY: D. Aguilar

WHEREAS a Library Feasibility Study conducted in 2009 identified the need for a library branch in the southwest of Brantford, and the Brantford Public Library has been actively working towards the development of this branch in a joint-use facility, in partnership with the Grand Erie District School Board and the City of Brantford since that time;

AND WHEREAS the Library Board and City Council approved a Letter of Intent in December 2021 (updated in February 2023), 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 recently completed Class B Estimates have projected the cost of the new southwest Library at \$9,754,269 (for construction and soft costs), which is a 0.04% increase over the most recent capital budget submission, which costed the project at \$9,570,000, based on Class D Estimates;

AND WHEREAS more detailed cost estimates (Class A) are expected in the coming weeks;

AND WHEREAS the Grand Erie District School Board has requested documentation confirming the Brantford Public Library's and the City of Brantford's continued commitment to funding the project given the updated cost estimates;

BE IT RESOLVED THAT Library staff will provide written confirmation to the Grand Erie District School Board of the Library Board's continued commitment as a partner in the southwest shared facility, pending the receipt of Class A Estimates that do not significantly exceed \$9,754,269;

AND THAT Library staff will submit the next capital budget request with a total amount for the project that includes the updated construction and soft cost estimates, and collection and equipment expenses.

Carried.

Discussion followed regarding cost estimates. Additional introductory statement added to the resolution to acknowledge the long history of the project. R. Aramburo to keep the Board informed of Class A Estimates when the information comes in, so they can discuss the course of action to take if there is a significant increase.

b. Accessibility Policy

45-23

MOVED BY: K. Adams
SECONDED BY: Councillor M. Samwell

WHEREAS the Library was subject to an accessibility audit in the summer of 2023;

AND WHEREAS the audit identified gaps in the current accessible customer service policy;

BE IT RESOLVED THAT the Brantford Public Library Board approves the updated *Accessibility Policy*, as presented, as an enhancement to, and replacement of, the *Accessible Customer Service Standard (2019)*.

Carried.

8. INFORMATION REPORTS

a. CEO Report – August

Recent and upcoming activities and decisions were provided in the report.

b. July 2023 Financial Statements

Financial Statements for July 2023 were received.

Donation acknowledged. Board inquired about current recognition process for significant donations, and suggested considering a donor wall.

9. COMMITTEE REPORTS

a. Review Committee

No meeting.

b. Planning and Policy Committee

Draft Minutes August 29, 2023

c. Governance Committee

No Meeting

c. OLS

No meeting.

OLS Virtual Conference for Public Library Board Members, September 28.R. Aramburo will forward link to Board members.

d. Library Inclusion, Diversity, Equity and Accessibility (IDEA) Committee

IDEA Committee still seeking a Board member representative at monthly meetings.

10. CITY COUNCILLORS REPORT

Councillors M. Samwell provided updates on Council discussions and decisions of interest, including green bins coming to Brantford households.

11. NOTICE OF DISCUSSION

None.

12. OTHER BUSINESS

None.

13. UPCOMING DATES

- a. Planning and Policy Committee meeting – October 3, 2023 at 4:30 pm.
- b. Review Committee meeting – October 4, 2023 at 4:30 pm.
- c. Library Board meeting - October 19, 2023 at 4:30 pm.
- d. Governance Committee meeting – October 30 at 4:30 pm.
- e. Library Board holiday dinner will be held in December. Proposed dates will be forwarded to the Board once available.

14. ADJOURNMENT

46-23

MOVED BY: A. Fiszau

The Library Board meeting adjourned at 5:35 pm.

Carried.

Read and approved.....October 19.....2023.


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Chair

