

**Meeting of the Brantford Public Library Board
Thursday, December 19, 2024
Main Library Board Room/Videoconference
4:32 pm – 5:25 pm**

**Vision Statement
The Brantford Public Library listens and adapts;
To offer engaging services that foster development for our whole community.**

MINUTES

Members Present: M. McGeein (Chair), A. Fiszau, J. Heath, Councillor M. Samwell, R. Aramburo.

Virtually: M. Reniers (Vice-Chair), Councillor G. Caputo, D. Aguilar, L. Morris (4:34 pm), R. Breen, K. Symons.

Regrets: -

Staff Present: K. Nielsen, L. Warner, C. Stornelli, E. Dudzus.

Recording Secretary: A. Cunnane.

1. LAND ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

76-24

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

That the agenda for the December 19, 2024 Board Meeting be approved as amended.

Carried.

Item 8 e CEO Performance Review to be discussed at the end of the meeting.

3. DECLARATION OF CONFLICT OF INTEREST

None.

4. PRESENTATIONS

None.

5. APPROVAL OF THE MINUTES of November 21, 2024

77-24

- a. November 21, 2024 Board Meeting Minutes

MOVED BY: Councillor G. Caputo
 SECONDED BY: J. Heath

That the minutes of the November 21, 2024 Board Meeting be approved.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. CORRESPONDENCE

None.

8. RESOLUTION REPORTS

- a. Nominating Committee Report

78-24

MOVED BY: J. Heath
 SECONDED BY: M. Reniers

The nominating committee will be comprised of:

Chair: M. McGeein
 Vice Chair: M. Reniers
 Board Member: A. Fiszauf

The nominating committee provided a list of candidates for positions on Library Board Committees for approval.

Review Committee:
 Chair: M. Reniers
 Vice Chair: J. Heath
 Board Members: L. Morris, M. McGeein

Planning and Policy Committee:
 Chair: L. Morris
 Vice Chair: D. Aguilar
 Board Members: B. Breen, A. Fiszauf

Governance Committee:
 Chair: D. Aguilar

Vice Chair: A. Fiszau
Board Members: J. Heath, M. Reniers

Carried.

b. 2025 Library Board Meeting Dates

79-24

MOVED BY: Councillor M. Samwell
SECONDED BY: Councillor G. Caputo

WHEREAS the Organizational By-Law Section 8.02 states regular Board meeting dates be set in the preceding year;

BE IT RESOLVED that the Regular Library Board meeting dates for 2025 are:

Thursday, February 20, 2025
Thursday, March 20, 2025
Thursday, April 17, 2025
Thursday, May 15, 2025
Thursday, June 19, 2025
Thursday, August 21, 2025
Thursday, September 18, 2025
Thursday, October 16, 2025
Thursday, November 20, 2025
Thursday, December 18, 2025

Carried.

c. 2025 Planned Closure Dates

80-24

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

WHEREAS the Library regularly closes for: staff development days; statutory holidays; two half-days during the Christmas season (typically Christmas Eve and New Year's Eve); and Sundays during the Christmas season;

BE IT RESOLVED THAT the Library Board approves of the following planned closures for 2025 and New Year's Day 2026:

Statutory Holidays as observed per the Employment Standards Act (ESA) and collective agreements;

November 10, 2025 for Staff Development Day;

Wednesday, January 1, 2025
Sunday, December 21, 2025
Wednesday, December 24, 2025, at 12:30pm
Thursday, December 25, 2025
Friday, December 26, 2025
Sunday, December 28, 2025
Wednesday, December 31, 2025, at 12:30pm
Thursday, January 1, 2026.

Carried.

d. Policy Revision: Rules of Conduct and Enforcement

81-24

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

WHEREAS a review of the Library's Rules of Conduct Policy was recently undertaken;

BE IT RESOLVED THAT the Library Board approve the revisions to the policy, as presented, which include a changed title (Rules of Conduct and Enforcement Policy).

Carried.

9. INFORMATION REPORTS

a. CEO Report – November 2024

Recent and upcoming activities and decisions were highlighted in the report, including: a Ministry of Labour visit, progress on the Main Branch roof replacement project and reopening of the rear public entrance, and being shortlisted for an Minister's award.

b. October 2024 Financial Statements

Financial Statements for October 2024 were received.

c. 2024 Third Quarter Library Use Statistics

Positive remarks from the Board that the statistics are impressive.

d. Strategic Plan Implementation Update

As a five-year plan, actions have been grouped into short, medium, and long-term goals to assist with prioritizing and moving objectives forward in progression. This report reflects the start of the medium-term goals.

The aging St. Paul Branch building was briefly discussed, and will be included as part of a broader long-term facilities masterplan.

10. COMMITTEE REPORTS

a. Review Committee

No meeting.

Positive remarks that the budget presentation was well received by Council.

b. Planning and Policy Committee

Draft Minutes November 26, 2024

c. Governance Committee

No meeting

d. Ontario Library Service (OLS)

None

11. CITY COUNCILLORS REPORTS (-)

12. LIBRARY BOARD TRAINING SUGGESTIONS (-)

13. NOTICE OF DISCUSSION (-)

14. OTHER BUSINESS (-)

15. UPCOMING DATES

a. Library Board Trustee Boot Camp (Ontario Library Association Super Conference) – February 1, 2025 in Toronto (registration in December)

b. Library Board meeting – February 20, 2025 at 4:30 pm

8. RESOLUTION REPORTS

e. CEO Performance Review

Moved In Camera for CEO Performance Review.

82-24

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

That this assembly adjourned to an In Camera session at 4:59 pm to discuss CEO Performance Review.

Carried.

85-24

MOVED BY: M. Reniers
SECONDED BY: J. Heath


THAT based on a positive performance review for 2024, R. Aramburo continue at Step 6 which is the top of the CEO/Chief Executive Salary Grid, with the new rate effective January 1, 2025.

Carried

16. ADJOURNMENT

The Board meeting adjourned at 5:25 pm with no motion, following the end of the In Camera session.

Read and approved....February 20.....2025.


.....
Vice-Chair