

**Meeting of the Brantford Public Library Board
Thursday, June 19, 2025
Main Library Board Room/Videoconference
4:31 pm – 5:35 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), M. Reniers (Vice-Chair) (Exited 5:25pm), A. Fiszauf, L. Morris, R. Aramburo, J. Heath.

Virtually: D. Aguilar, Councillor G. Caputo (Arrived 4:56pm).

Regrets: Councillor M. Samwell, R. Breen.

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

Recording Secretary: M. Male.

1. LAND ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

24-25

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

That the agenda for the June 19, 2025 Board Meeting be approved.

Carried.

3. DECLARATION OF CONFLICT OF INTEREST

None.

4. PRESENTATIONS

5. APPROVAL OF THE MINUTES of May 15, 2025

25-25

a. May 15, 2025 Board Meeting Minutes

MOVED BY: A. Fiszauf
SECONDED BY: L. Morris

That the minutes of the May 15, 2025 Board Meeting be approved.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. CORRESPONDENCE

None.

8. RESOLUTION REPORTS

a. Policy Update: Board Succession Planning

26-25

MOVED BY: D. Aguilar
SECONDED BY: M. Reniers

WHEREAS a recent review of the *Board Succession Planning* policy was undertaken;

AND WHEREAS several changes were recommended to ensure that the policy is thorough and accurately reflects the City of Brantford's appointments policy;

BE IT RESOLVED THAT the Library Board approve the revisions to the *Board Succession Planning* policy, as presented.

Carried.

b. Policy Review: Health and Safety; Workplace Violence, and Workplace Harassment Policy

27-25

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

WHEREAS the *Occupational Health & Safety Act* requires the Library Board to annually review the *Health and Safety* policy, *Workplace Harassment* policy, and *Workplace Violence* policy;

BE IT RESOLVED THAT the Library Board approve the revised *Workplace Harassment* policy to include the revised definition for Workplace Harassment and Workplace Sexual

Harassment;

AND FURTHER THAT the Library Board approve the annual review of the *Health and Safety* policy and *Workplace Violence* policy, which has resulted in no recommended changes or additions to the policies at this time.

Carried.

Acknowledgement there was an update to the Ontario Health and Safety Act to include online harassment.

c. 2025 Annual Fines and Fees Review

28-25

MOVED BY: J. Heath
SECONDED BY: L. Morris

WHEREAS a review of existing fees, fines and associated revenues has been undertaken;

BE IT RESOLVED THAT printing fees be increased to twenty cents (\$0.20) for black and white copies and forty cents (\$0.40) for colour copies;

AND THAT the fines and fees contained in Appendix A – Fees and Fine Schedule, be approved;

AND THAT Management develop the 2026-2027 budget based on 2024 actual and 2025 forecasted actual amounts, adjusted for any anticipated sales volume changes.

AND THAT Management be authorized to set fine and fees rates for any new resources and services introduced during the remainder of 2025 and the start of 2026 consistent with current rates and comparable with other libraries.

Carried.

d. Amendment to 2025 Planned Closure Date

29-25

MOVED BY: A. Fiszauf
SECONDED BY: L. Morris

BE IT RESOLVED THAT the Board approves the date

change for the Fall Staff Development Day from November 10, 2025 to November 3, 2025

Carried.

9. INFORMATION REPORTS

a. New Branch Naming

Report was provided to the Board outlining name suggestions from community for the new library branch, as well as decisions made by project partners, and recommendations from the Planning and Policy Committee. Board discussion favoured choosing a name based on location over a name honouring an individual person. Final decision was deferred to August Board meeting.

b. Employee Engagement Survey Results

Positive results overall from staff. Areas for improvement were identified by Management and work has already started. The survey will be administered every two years to measure progress.

c. 2025 Customer Survey Summary and Data

Planning and Policy Committee was presented with a preliminary plan to adjust the St. Paul's operational hours based on community survey feedback. Planning is in the initial stages; management will time future report and recommendations to correspond with year-end and budget process.

Planning for new branch hours of operations also underway. Weekday hours during the school year will be shaped by agreement with the school board.

d. CEO Report – May 2025

Recent and upcoming activities and decisions were highlighted in the report, including new branch development updates, and the new garden bed at St. Paul in partnership with BRISC Friendship Centre. Laurier has confirmed verbally that MOU for library services will not be renewed after 2025.

e. April 2025 Financial Statements

Financial Statements for April 2025 were received.

- f. 2025 First Quarter Library Use Statistics
- g. Strategic Plan Implementation – Update June 2025

10. COMMITTEE REPORTS

a. Review Committee

No meeting

b. Planning and Policy Committee

Draft Minutes June 4, 2025

c. Governance Committee

Draft minutes May 29, 2025

d. Ontario Library Service (OLS)

None

11. CITY COUNCILLORS REPORTS

Councillor Caputo highlighted July 1st activities, and August Civic Holiday long weekend events.

12. LIBRARY BOARD TRAINING SUGGESTIONS

None

13. NOTICE OF DISCUSSION

None

14. OTHER BUSINESS

15. UPCOMING DATES

- a. Review Committee meeting – June 25, 2025 at 4:30 pm.
- b. Planning and Policy Committee meeting – July 29,

- 2025 at 4:30 pm.
c. Library Board meeting – August 21, 2025 at 4:30 pm.

16. ADJOURNMENT

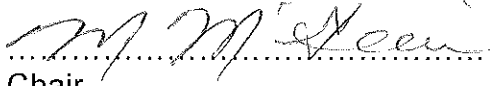
30-25

MOVED BY: L. Morris
SECONDED BY: D. Aguilar

The Library Board meeting adjourned at 5:35 p.m.

Carried.

Read and approved....August 21.....2025.


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Chair