

**Meeting of the Brantford Public Library Board  
Thursday, May 15, 2025  
Main Library Board Room/Videoconference  
4:30 pm – 5:43 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. Reniers (Vic-Chair), A. Fiszauf, L. Morris (Arrive 4:41pm), R. Aramburo, J. Heath, Councillor M. Samwell (Left 4:56pm).

**Virtually:** R. Breen, Councillor G. Caputo, J. Chowhan (Arrive 5:15pm).

**Regrets:** D. Aguilar, M. McGeein (Chair)

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

**Recording Secretary:** M. Male.

**1. LAND ACKNOWLEDGEMENT**

**2. APPROVAL OF THE AGENDA**

17-25

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

That the agenda for the May 15, 2025 Board Meeting be approved as amended.

Carried.

Presentation 4a and 4b will be switched to present 4b first.

**3. DECLARATION OF CONFLICT OF INTEREST**

None.

**4. PRESENTATIONS**

- a. Shadow War on Libraries – by R. Aramburo  
(CEO/Chief Librarian)

R. Aramburo summarized the Shadow War on Libraries CBC/Fifth Estate program. She noted relevant legislation and policies that offer protection and guidance. Highlighted the Library's experiences,

including a spotlight on the drag storytime program. Identified resources and best practices that support intellectual freedom in libraries.

Board discussion followed. The majority of the comments were in support of the Library's activities and decisions as they relate to intellectual freedom and inclusive, diverse service offerings.

- b. 2024 Audited Financial Statements – J. Chowhan, Partner, Millard, Rouse & Rosebrugh

J. Chowhan presented to the Board key points from the audit, including explanations around asset retirement obligations and post-employment retirement benefits. Audit resulted in a clean opinion.

**5. APPROVAL OF THE MINUTES of March 20, 2025**

18-25

- a. March 20, 2025 Board Meeting Minutes

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

That the minutes of the March 20, 2025 Board Meeting be approved.

Carried.

**6. BUSINESS ARISING FROM THE MINUTES**

None.

**7. CORRESPONDENCE**

None.

**8. RESOLUTION REPORTS**

- a. 2024 Audited Financial Statements

19-25

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

THAT the Library Board approve the 2024 Audited Financial

Statements as prepared by Library Management and audited by Millard, Rouse & Rosebrugh.

Carried.

**b. Policy Update: Unscheduled Closures and Inclement Weather**

20-25

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

WHEREAS a recent review of the *Unscheduled Closures and Inclement Weather* policy was undertaken;

AND WHEREAS two minor changes were recommended: to allow for greater flexibility in identifying unforeseen conditions for closure, and to remove a reference to an outdated job title;

BE IT RESOLVED THAT the Library Board approve the revisions to the *Unscheduled Closures and Inclement Weather* policy, as presented.

Carried.

**c. New Policy: Evaluation of the CEO/Chief Librarian**

21-25

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

WHEREAS the Library Board oversees the performance of the CEO/Chief Librarian and supports their development;

AND WHEREAS a policy that outlines the basis for the CEO/Chief Librarian evaluation will facilitate consistency, clear expectations, and an efficient process for performance appraisal and goal setting;

BE IT RESOLVED THAT the Library Board approve the *Evaluation of the CEO/Chief Librarian* policy, as presented.

Carried.

**d. Revision of CEO/Chief Librarian Job Description**

22-25

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

BE IT RESOLVED THAT the Library Board approve the revisions to the *CEO/Chief Job Description* as presented, along with the recommendation that it be reviewed every four years and as needed.

Carried.

## **9. INFORMATION REPORTS**

### **a. CEO Report – March and April 2025**

Recent and upcoming activities and decisions were highlighted in the report, including the Staff Engagement Survey and the Community Survey results, which will both be shared at the June Board meeting. Community consultation for naming the Southwest Park and Community Centre has happened and we are waiting for updates from the City on their naming process.

### **b. March 2025 Financial Statements**

Financial Statements for March 2025 were received.

### **c. 2024 Draft Annual Report**

Board made suggestions for minor revisions to the draft report. Report will be posted to the website with the recommended changes incorporated.

## **10. COMMITTEE REPORTS**

### **a. Review Committee**

Minutes March 16, 2025

Draft Minutes May 8, 2025

### **b. Planning and Policy Committee**

Draft Minutes May 6, 2025

### **c. Governance Committee**

No meeting

**d. Ontario Library Service (OLS)**

None

**11. CITY COUNCILLORS REPORTS**

Councillor Caputo highlighted that the Ava bridge road will open soon, and phase one for the development of the new arena has been completed.

**12. LIBRARY BOARD TRAINING SUGGESTIONS**

None

**13. NOTICE OF DISCUSSION**

None

**14. OTHER BUSINESS**

**15. UPCOMING DATES**

- a. Governance Committee meeting – May 29, 2025 at 4:30 pm
- b. OLS Board Assembly meeting – June 10, 2025 at 6:00 pm (Zoom)
- c. Library Board meeting – June 19, 2025 at 4:30 pm

**16. ADJOURNMENT**

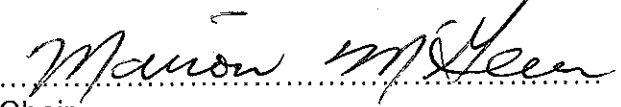
23-25

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

The Library Board meeting adjourned at 5:43 p.m.

Carried.

Read and approved.....June 19.....2025.

  
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Chair