

**Meeting of the Brantford Public Library Board
Thursday, October 16, 2025
Main Library Board Room/Videoconference
4:30 pm – 5:26 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 (Vice-Chair acting as Chair), R. Aramburo, Councillor M. Samwell, L. Morris, J. Heath.

Virtually: A. Fiszauf, R. Breen, M. McGeein (Chair), Councillor G. Caputo.

Regrets: D. Aguilar.

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

Recording Secretary: M. Male.

1. LAND ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

47-25

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

That the agenda for the October 16, 2025 Board Meeting be approved.

Carried.

3. DECLARATION OF CONFLICT OF INTEREST

None.

4. PRESENTATIONS

None

5. APPROVAL OF THE MINUTES of September 18, 2025

48-25

a. September 18, 2025 Board Meeting Minutes

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

That the minutes of the September 18, 2025 Board Meeting be approved.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. CORRESPONDENCE

None.

8. RESOLUTION REPORTS

a. 2026 to 2027 Draft Library Operating Budget Submission

49-25

MOVED BY: M. McGeein

SECONDED BY: R. Breen

WHEREAS the Brantford Public Library Board is required to submit to the City of Brantford estimates of all sums required during the year for the purposes of the Board;

AND WHEREAS the City has directed Local Boards to submit an updated multi-year budget for the years 2026 and 2027;

BE IT RESOLVED THAT the Library Board receive, as information, the attached draft line-by-line operating budgets for 2026 and 2027;

AND THAT the Library Board approve the 2026-2027 multi-year operating budget submission which requests a City of Brantford contribution in the amounts of:

\$6,652,800 in 2026, representing no change from the 2024 submission;

\$7,352,100 in 2027, representing a \$483,900 increase from the 2025 submission; cumulatively representing an average annual increase of 9.38% from 2024 to 2027.

AND THAT Management be authorized to revise the submission to reflect additional information that may impact the budget, with the stipulation that the Library Board will be provided with updates and opportunities for input on any such

revisions, prior to City Council deliberation.

Carried.

b. 2026 to 2027 Capital Plan and Submission

50-25

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

WHEREAS Library management has identified capital funding needs for 2026 and 2027;

BE IT RESOLVED THAT the Library Board receives as information, the 2026-2027 Capital Plan as outlined below;

AND THAT the Library Board direct management to submit the capital projects listed in Table 7.1 to the City for funding consideration during the 2026 budget process;

The \$200,000 for equipment, furnishings and fixtures for the Shellard Lane Branch and \$75,000 for a carrier van coming from the endowment trust fund.

Carried.

Recommend to amend the motion to use the Endowment Trust fund in the amount of \$75,000 for van and \$200,000 for the fixtures, furnishings, and equipment for Shellard Lane, leaving \$100,000 in the trust fund.

There can be a plaque adding the this was made possible through generous donations.

c. Policy update: Bed Bug Prevention

51-25

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

WHEREAS a recent review of the *Infestation* policy was undertaken;

AND WHEREAS revisions were recommended to reflect current practices and to provide a more specific policy title;

BE IT RESOLVED THAT the Library Board approve the revisions to the *Bed Bug Prevention* policy, as presented.

Carried.

Incidents are infrequent, so in the interest of fiscal responsibility, recommendation to introduce inspections only if signs that they are warranted. There are proactive practices in place to prevent infestations.

d. Policy update: Collection Development

52-25

MOVED BY: M. McGeein
SECONDED BY: Councillor M. Samwell

WHEREAS a recent review of the *Collection Development* policy was undertaken;

AND WHEREAS revisions were recommended to ensure the policy remained responsive to technological and industry developments, and continues to reflect the Library's efforts to develop a community-informed collection;

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

Carried.

Policy revision acknowledges changes relating to AI in the publishing world.

9. INFORMATION REPORTS

a. CEO Report – September 2025

Recent and upcoming activities and decisions were highlighted in the report, including Canadian Library Month and Ontario Public Library Week activities.

b. August 2025 Financial Statements

Financial Statements for August 2025 were received.

c. Library Partnerships and Community Meetings

Highlights included that many partnerships result from use of our space, and partnerships enable us to extend reach.

10. COMMITTEE REPORTS

a. Review Committee

Draft Minutes October 7, 2025.

b. Planning and Policy Committee

Draft Minutes September 23, 2025.

c. Governance Committee

No meeting.

d. Ontario Library Service (OLS)

No meeting.

11. CITY COUNCILLORS REPORTS

Councillor M. Samwell provided updates about: the City exploring ways to reduce the impact of empty buildings; a public display initiative (benches) to raise awareness of domestic and gender-based violence; and, mitigating initiatives to support downtown during construction period.

Councillor G. Caputo provided update about the community consultations underway for Sports and Entertainment Complex.

12. LIBRARY BOARD TRAINING SUGGESTIONS

- a.** AI implications for the Library, in general.
- b.** Introduction to Indigenous Matters course, developed by City and Laurier.

13. NOTICE OF DISCUSSION

None

14. OTHER BUSINESS

None

15. UPCOMING DATES

- a. Governance Committee meeting – October 21, 2025 at 4:30 pm
- b. Planning and Policy Committee meeting – October 28, 2025 at 4:30 pm
- c. Review Committee meeting – November 17, 2025 at 4:30 pm
- d. Library Board meeting – November 20, 2025 at 4:30 pm
- e. Board holiday dinner survey deadline October 17, 2025

16. ADJOURNMENT

53-25

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

The Library Board meeting adjourned at 5:26 p.m.

Carried.

Read and approved....November 20.....2025.


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Chair