

**Meeting of the Brantford Public Library Board  
Thursday, March 20, 2025  
Main Library Board Room/Videoconference  
4:32 pm – 5:02 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. Fiszau, L. Morris, R. Aramburo.

**Virtually:** D. Aguilar, R. Breen, M. McGeein (Chair), N. Kaur.

**Regrets:** J. Heath, Councillor M. Samwell, Councillor G. Caputo.

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

**Recording Secretary:** M. Male.

**1. LAND ACKNOWLEDGEMENT**

**2. APPROVAL OF THE AGENDA**

10-25

MOVED BY: A. Fiszau

SECONDED BY: L. Morris

That the agenda for the March 20, 2025 Board Meeting be approved as amended.

Carried.

Item 4 a. will be deferred to the May Board meeting.

**3. DECLARATION OF CONFLICT OF INTEREST**

None.

**4. PRESENTATIONS**

- a. Public library challenges – by R. Aramburo (CEO/Chief Librarian)

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

11-25

- a. February 20, 2025 Board Meeting Minutes

MOVED BY: L. Morris

SECONDED BY: D. Aguilar

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

Carried.

**6. APPROVAL OF THE IN CAMERA MINUTES OF February 20, 2025**

12-25

**a. February 20, 2025 Board In Camera Meeting Minutes**

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

That the In Camera minutes of the February 20, 2025 Board Meeting be approved.

Carried.

**7. BUSINESS ARISING FROM THE MINUTES**

None.

**8. CORRESPONDENCE**

None.

**9. RESOLUTION REPORTS**

**a. 2024 Financial Transfers**

13-25

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

WHEREAS reserve funds provide the Library Board with a source of funding to meet contractual obligations, comply with Trust/Endowment obligations, and respond to opportunities and emergencies in a self-sufficient way;

AND WHEREAS approval of transfers is necessary to complete the 2024 year-end financial statements;

BE IT RESOLVED THAT the Brantford Public Library Board approve the following transfers:

- \$29,959 **from** the Post-Employment Benefits Reserve
- \$9,503 **from** the Grant Opportunity & Projects Reserve
- \$11,794 **from** the Equipment Reserve
- \$15,000 **from** the Automated Equipment Reserve
- \$47,319 **from** the Endowment/Trust Fund
- \$116,709 **from** the Materials Acquisition Reserve
- \$103,258 **to** the Materials Acquisition Reserve
- \$25,721 **to** the Endowment Fund
- \$31,500 **to** the Post-Employment Benefits Fund;

AND THAT Library management be given the authority to make necessary adjustments to the transfers if required during the 2024 year-end audit, and inform the Board of any adjustments.

Carried.

**b. Policy Review: Nominating Committee Guidelines**

14-25

MOVED BY: A. Fiszauf  
 SECONDED BY: D. Aguilar

WHEREAS a recent review of the Library Board's *Nominating Committee Guidelines* policy was undertaken;

AND WHEREAS it was determined that no updates were required for the policy at this time;

BE IT RESOLVED THAT the Library Board approve the *Nominating Committee Guidelines* with no changes, as presented.

Carried.

**c. Main Library Service Point Improvements**

15-25

MOVED BY: L. Morris  
 SECONDED BY: M. McGeein

WHEREAS staff and customers are experiencing challenges providing and accessing efficient customer service with current service points at the Main Library;

AND WHEREAS improvements to the Main Library's service points will reduce barriers and enhance access for better

customer service and improve safety measures to meet the Library's current and growing needs;

AND WHEREAS the Automated Equipment Reserve Fund currently has an uncommitted balance of \$162,687;

BE IT RESOLVED that the Library Board approves the transfer of \$10,270 from the Automated Equipment Reserve for the purpose of making improvements to the Main Library service points.

Carried.

## **10. INFORMATION REPORTS**

### **a. CEO Report – February 2025**

Recent and upcoming activities and decisions were highlighted in the report, including drag storytime, recent unexpected closures, and the return of discard sales.

### **b. January 2025 Financial Statements**

Financial Statements for January 2025 were received.

### **c. 2024 Health and Safety Report**

Board noted the extensive training provided to staff in relation to health and safety.

### **d. 2024 Library Board Evaluation Results**

Governance Committee reviewed Board evaluation results, and recommended they be shared with the Board. Results were positive, and Committee suggested no follow-up actions are required.

## **11. COMMITTEE REPORTS**

### **a. Review Committee**

No meeting

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

Draft Minutes February 25, 2025

**c. Governance Committee**

Draft Minutes February 27, 2025

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

None

**12. CITY COUNCILLORS REPORTS**

None

**13. LIBRARY BOARD TRAINING SUGGESTIONS**

None

**14. NOTICE OF DISCUSSION**

None

**15. OTHER BUSINESS**

City will be running two open house events for community consultation on the Southwest Park and Community Centre (April 9 and 10). R. Aramburo will arrange for Library representative(s) to attend.

**16. UPCOMING DATES**

- a.** Planning and Policy Committee meeting – May 6, 2025 at 4:30 pm.
- b.** Review Committee meeting - March 26, 2025 at 4:30 pm.
- c.** Volunteer appreciation event – April 17, 2025 Time TBD.
- d.** Library Board meeting – May 15, 2025 at 4:30 pm.

**17. ADJOURNMENT**

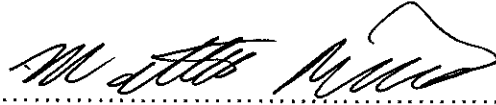
16-25

MOVED BY: A. Fiszauf

The Library Board meeting adjourned at 5:02 p.m.

Carried.

Read and approved....May 15.....2025.

A handwritten signature in black ink, appearing to be "M. J. B. R. M.", written over a dotted line.

Vice-Chair