

**Meeting of the Brantford Public Library Board
Thursday, April 16, 2026
Main Library Board Room/Videoconference
4:30 pm – 5:58 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), R. Aramburo, Councillor M. Samwell, L. Morris, A. Fisztauf, J. Heath, D. Aguilar.

Virtually: R. Breen, J. Chowhan (arrived 4:35 pm, departed 4:50 pm).

Regrets: Councillor G. Caputo.

Staff Present: K. Symons, K. Nielsen, E. Dudszus, C. Stornelli, B. Eckhart.

Recording Secretary: M. Male.

1. LAND ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

09-26

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

That the agenda for the April 16, 2026 Board Meeting be approved.

Carried.

3. DECLARATION OF CONFLICT OF INTEREST

None.

4. PRESENTATIONS

- a. 2025 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, capital funding for the new Branch, and post-employment retirement benefits. Audit resulted in a clean opinion.

5. APPROVAL OF THE MINUTES of February 19, 2026

10-26

- a. February 19, 2026 Board Meeting Minutes

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

That the minutes of the February 19, 2026 Board Meeting be approved.

Carried.

6. APPROVAL OF THE IN CAMERA MINUTES of February 19, 2026

11-26

- a. February 19, 2026 Board In Camera Meeting Minutes

MOVED BY: L. Morris
SECONDED BY: Councillor M. Samwell

That the minutes of the February 19, 2026 Board In Camera Meeting be approved.

Carried.

7. BUSINESS ARISING FROM THE MINUTES

Deferred to the end of meeting for In Camera session, to clarify contents of In Camera Minutes February 19, 2026.

8. CORRESPONDENCE

None.

9. RESOLUTION REPORTS

- a. 2025 Financial Transfers

12-26

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

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 2025 year-end financial statements;

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

- \$29,511 **from** the Post-Employment Benefits Reserve
- \$6,470 **from** the Grant Opportunity & Projects Reserve
- \$123,172 **from** the Equipment Reserve
- \$11,671 **from** the Automated Equipment Reserve
- \$4,600 **from** the Endowment/Trust Fund
- \$110,348 **from** the Library Services Pandemic Stabilization
- \$103,258 **from** the Materials Acquisition Reserve
- \$81,950 **to** the Materials Acquisition Reserve
- \$20,084 **to** the Endowment Fund
- \$31,500 **to** the Post-Employment Benefits Fund;

Carried.

As Management tracks budget overages throughout the year, they will be seeking to offset unexpected expenses through managing spending in other areas, where possible.

b. 2025 Audited Financial Statements

13-26

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

THAT the Library Board approve the 2025 Audited Financial Statements as prepared by Library Management and audited by Millard, Rouse & Rosebrugh.

Carried.

c. Policy updated: Electronic Monitoring of Employees

14-26

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

WHEREAS a recent review of the *Electronic Monitoring of Employees* policy was undertaken;

AND WHEREAS revisions have been proposed to: improve accuracy and clarity; ensure compliance with applicable legislation; and, to establish reasonable limits for the

electronic monitoring of employees and access to data.

BE IT RESOLVED THAT the Library Board approve the revisions to the *Electronic Monitoring of Employees* policy, as presented.

Carried.

d. Policy update: Use of Library Resources for Political Elections

15-26

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

WHEREAS a recent review of the *Use of Library Resources for Political Elections* policy was undertaken;

AND WHEREAS several minor revisions have been proposed to enhance the Policy's clarity and comprehensiveness, and to ensure it remains current and compliant with applicable legislation;

BE IT RESOLVED THAT the Library Board approve the revisions to the *Use of Library Resources for Political Elections* policy, as presented.

Carried.

10. INFORMATION REPORTS

- a. CEO Report – February & March 2026
Recent and upcoming activities and decisions were highlighted in the report, including: a successful March Break, collection improvements, an increase in incidents, and next steps around Sunday hours.

- b. February 2026 Financial Statements

Financial Statements for February 2026 were received.

11. COMMITTEE REPORTS

- a. **Review Committee**

Draft Minutes April 9, 2026

2026 CEO Goals

b. Planning and Policy Committee

Draft Minutes March 31, 2026

c. Governance Committee

Draft Minutes April 1, 2026

d. Ontario Library Service (OLS)

No meeting.

12. CITY COUNCILLORS REPORTS

Councillor M. Samwell provided information about: the Catch-A-Ducky event; the next Urban Market in the parking garage; working with a ward Crime Prevention Officer; and Kiwanis Kindness Day.

13. LIBRARY BOARD TRAINING SUGGESTIONS

None

14. NOTICE OF DISCUSSION

None

15. OTHER BUSINESS

None

16. UPCOMING DATES

- a. Volunteer appreciation event – April 20, 2026
- b. Library Board Evaluation deadline – April 24, 2026
- c. Library Board meeting – May 21, 2026 at 4:30 pm

7. BUSINESS ARISING FROM THE MINUTES

16-26

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

That this assembly adjourned to an In Camera session at 5:51pm to discuss the In Camera Minutes February 19, 2026.

Carried.

17. ADJOURNMENT

The Board Chair declared the meeting adjourned at 5:58 p.m.

Read and approved.....May 21.....2026.


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Chair