

**Meeting of the Brantford Public Library Board
Thursday, September 19, 2019
Main Library Boardroom, 4:30pm – 6:13pm**

Vision Statement
A community connected through innovation, discovery, and creativity.

MINUTES

Members Present: C. Freibauer (Chair), Councillor J. Wall, J. Morrissey, G. Woodburn, J. Heath, K. Towler, M. Reniers.

Regrets: M. McGeein, Councillor J. Utley

Staff Present: R.-L. Aramburo, K. Symons, J. Clark, Z. Ozols, K. Nielsen.

Recording Secretary: J. Geerts.

1. APPROVAL OF THE AGENDA

60-19

MOVED BY: K. Towler
SECONDED BY: M. Reniers

That the agenda for the September 19, 2019 Board Meeting be approved.

Carried.

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. PRESENTATIONS

a. Year in Review, Part 4: Marketing (James Clark, Manager-Marketing)

Manager of Marketing presented an overview of the Department, including staffing compliment and general information. The Department's focus is developing and delivering communication to customers and the community via press releases, social media platforms, and our newsletters. J. Clark highlighted the 2018 accomplishments and challenges, and priorities for 2019.

4. APPROVAL OF THE MINUTES OF August 29, 2019

61-19

MOVED BY: K. Towler
SECONDED BY: M. Reniers

That the minutes of the August 29, 2019 Board Meeting session be approved as amended.

Carried.

5. APPROVAL OF THE IN-CAMERA MINUTES of August 29, 2019

62-19

MOVED BY: G. Woodburn
SECONDED: J. Morrissey

That the minutes of the August 29, 2019 In-Camera Board Meeting Session be approved.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

- a. Vision for libraries in the future (Background reading to be distributed separately)

Board Vice Chair, Caroline Freibauer gave a presentation on the "Power of Public Libraries". Schools provide education but libraries provide knowledge, and a great library makes a statement for the community. There is a co-relation between libraries and communities being able to attract people and industries.

Board recognizes how important the library is now, and into the future, and will continue to have discussions on the topic and find ways to promote our library to City Council and the community.

7. CORRESPONDENCE

None.

8. RESOLUTION REPORTS

- a. Fine Forgiveness Initiatives

63-19

MOVED BY: Councillor J. Wall
SECONDED BY: J. Heath

WHEREAS the Library strives to provide open access to resources and services;

AND WHEREAS accrued overdue fines can serve as a barrier to accessing the Library's resources and services;

BE IT RESOLVED THAT the Library Board approves holding semi-annual fine forgiveness events on an ongoing basis which allow up to a maximum of \$20.00 in fines to be forgiven (excluding forgiveness for lost or unreturned items);

AND FURTHER THAT donations received during a fine forgiveness event will go to support local community service agencies.

Carried.

The Board is in support of this initiative and were assured by staff that there are still checks in place that discourage customers from holding onto materials.

b. Mural Proposal for Children's Area Project

64-19

MOVED BY: M. Reniers

SECONDED BY: J. Heath

WHEREAS the Library Board supports the installation of painted murals in the Main Branch Children's area (a "municipally owned public space"), as part of the previously approved project to improve this space;

AND WHEREAS the City of Brantford Public Arts Policy requires art and funding requests to be recommended by the Public Art Subcommittee to the Brantford City Council;

BE IT RESOLVED that the Library Board approve submitting the attach a proposal to the Public Art Subcommittee for the purpose of requesting to install murals in the main Branch children's area and to receive \$10,625 from the Public Art Reserve Fund.

Carried.
1 opposed.

9. INFORMATION REPORTS

a. CEO Report

Highlights:

- Library will be asked to join City's Parks and Recreation Department in application of infrastructure grant, for funding the Southwest project
- "Library Hero" campaign underway
- Pay Equity MOU signed by union, CEO will send out final wording to Board members

b. July Financials

Financial statements for July 2019 were received.

Management noted the unexpected HVAC repair costs and the finalizing of Pay Equity. It is expected that transfers from reserves will be required to balance 2019 budget lines for building maintenance and salaries / wages.

c. Employee Engagement Survey Results

Board received an overview of the results of the employee survey conducted in 2018 that measured BPL staff satisfaction in the workplace.

Health & Safety in the workplace is a primary concern of staff and will be added to the Board's agenda for discussion. Many health and safety related initiatives and improvements have been introduced in recent years. Development of tools and training to support staff continue to be ongoing.

10. COMMITTEE REPORTS

A. Review Committee

- a. Draft Committee meeting minutes

Draft Committee meeting minutes were received.

B. Planning and Policy Committee

- a. Draft Committee meeting minutes

No meeting.

C. Governance Committee

65-19

- a. Draft Code of Conduct

MOVED BY: J. Heath
 SECONDED BY: G. Woodburn

The Board approve the Brantford Public Library Board Code of Conduct as presented.

Carried.

D. SOLS

Matt Reniers volunteered to be Board Trustee representative.

11. NOTICE OF DISCUSSION

- a. Health and Safety

12. OTHER BUSINESS

- a. Holiday Celebration

Date for Board event TBD.

- b. Committee Meeting dates

October 9 – 4:30pm Review Committee
 5:30pm Policy and Planning Committee

13. NEXT MEETING DATE

October 17 2019 4:30pm

13. ADJOURNMENT

66-19

MOVED BY: J. Heath

That the Board meeting adjourned at 6:13p.m.

Carried.

Read and approved.....October 17.....2019



 Chair