

Meeting of the Brantford Public Library Board
Monday, March 11th, 2019
Main Library Boardroom, 4:30pm – 5:55 pm

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

MINUTES

Members Present: M. McGeein (chair), C. Freibauer (vice-chair), Councillor J. Utley, Councillor J. Wall, J. Heath (Conference Call), J. Morrissey, M. Reniers, K. Towler, G. Woodburn

Regrets:

Staff Present: R.-L. Aramburo, K. Symons

Recording Secretary: K. Symons

1. APPROVAL OF THE AGENDA

It was agreed that agenda order would be revised so that in-camera item a. Pay Equity Update would be dealt with after item 6 b. and prior to item 6 c.

15-19

MOVED BY: C. Freibauer
SECONDED BY: J. Utley

That the agenda for the March 11, 2019 Board Meeting be approved.

Carried.

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. PRESENTATIONS

None.

4. BUSINESS ARISING FROM THE MINUTES

None.

5. CORRESPONDENCE

None.

6. RESOLUTION REPORTS

a. Budget Reductions: \$100,000

The CEO/Chief Librarian provided background information on City Estimates Committee's request to the Library Board to provide a listing of impacts for a reduction to the Library Board Budget in the amount of \$100,000. In addition to this request, the City Estimates Committee passed a resolution requiring all City Departments and external agencies to provide a list of impacts totaling 2% (1% plus a further 1%). The CEO/Chief Librarian explained that the City Finance Department confirmed that both requests apply to the Library and are separate reductions. As instructed by City Finance, the CEO/Chief Librarian has prepared a memo outlining the impacts of a reduction of \$100,000, and separately identified further impacts up to an additional 2% reduction. Included in the memo are \$77,500 (1.65% of the Operating Budget submission) in recommended reductions. These reductions came through examination of 2018 actuals (not available at the time of budget development) and reviewing options for efficiencies. Any reductions listed beyond the \$77,500 are not recommended.

Board members expressed concerns over the reductions, especially the non-recommended reductions. Discussion included: concern that City Council is not recognizing the long-term impact of budget reductions; recognition that the Library budget was already lean, with some reductions identified prior to the budget submission; noting the change made to fund 50% of some capital requests from the reserves in response to a City staff request; disappointment over the chipping away of small expenditures; and most notably, deep concern that reductions beyond those recommended will impact programming, services, and the ability to fulfill the mission of the Library.

The Library Board's Council representatives noted that Estimates Committee is looking for impact of the reductions, and the reductions are not yet a certainty. The impacts will be reviewed as options for lowering the overall budget increase. In agreement with the rest of the Board, both Councillors indicated they support the staff-recommended reductions that were identified, but do not support further reductions due to the impacts as presented.

16-19

MOVED BY: J. Morrissey
SECONDED BY: M. Reniers

WHEREAS the City Estimates Committee has requested the Library Board to provide the impact of a \$100,000 (2.12% of the 2019 budget submission) reduction to the 2019 Operating Budget; and

WHEREAS the City Estimates Committee further requested all departments

and external agencies to provide budget reductions impacts of 1% and 2% decreases to the 2019 operating budget;

NOW THEREFORE BE IT RESOLVED: THAT the Library Board reduce the 2019 Operating Budget submission by \$77,500 (1.65% of 2019 budget submission); and

THAT the Library Board does not support any further reductions to the Library Board 2019 Operating Budget; and

THAT any further reductions to the Library Board budget beyond the \$77,500 will have a significant and detrimental impact to library services and our community.

Carried.

b. Budget Reductions: 1% and 2%

Budget Reductions: 1% and 2% were discussed as part of item 6 a.

c. Reserve Fund Analysis/2019 Capital Projects

Manager of Business Services presented updated reserve balance information to the Board. The topic of Library reserves generated questions for the Estimates Committee, and the Board Chair noted the opportunity to better inform City Council about reserves (and Library Board decisions and activities in general) so as to avoid misunderstanding. With outstanding commitments applied, reserve fund balances declined significantly in 2018. Reduction to the budget will further impact reserve balances, as the Library relies on surpluses to fund reserves and has no sustainable reserve funding envelope from the City. The Library Board was not interested in further increasing funding for 2019 capital projects from Library reserves at this time. The Board will consider options for reviewing reserve practices with the City outside of the budget process. The Board also plans to consider options for sharing Library information with City Council, through distribution of Library Board meeting minutes or summaries.

7. INFORMATION REPORTS

- a. Pay Equity Update (Verbal) [In Camera]

17-19

MOVED BY: J. Utley
SECONDED BY: K. Towler

This assembly adjourn to an In Camera session at 5:21 pm to discuss information pertaining to labour relations and employee negotiations.

Carried.

The meeting returned to open session at 5:44 p.m.

8. COMMITTEE REPORTS

- a. Review Committee

No meeting.

- b. Planning and Policy Committee

No meeting.

- c. Governance Committee

No meeting.

- d. SOLS

No update.

9. NOTICE OF DISCUSSION

10. OTHER BUSINESS

11. **NEXT MEETING DATE**

March 21, 2019 4:30 pm

12. **ADJOURNMENT**

19-19

MOVED BY: M. Reniers

That the Board meeting adjourn at 5:55 p.m.

Read and approved.....March 21,..... 2019


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Chair

