

**Meeting of the Brantford Public Library Board
Thursday, November 19, 2020
Videoconference, 4:30pm – 5:35pm**

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

MINUTES

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

Regrets: Councillor J. Wall

Videoconference Call – BPL Staff: R. Aramburo, K. Symons, Z. Ozols, K. Nielsen, J. Clark, S. Osborn, N. Florek.

Recording Secretary: M. Male.

1. APPROVAL OF THE AGENDA

62-20

MOVED BY: Councillor J. Utley
SECONDED BY: G. Woodburn

That the agenda for the November 19, 2020 Board Meeting be approved.

Carried.

2. DECLARATION OF CONFLICT OF INTEREST

None.

3. PRESENTATIONS

a. Welcome to Natalie Florek, Human Resources Administration Assistant

4. APPROVAL OF THE MINUTES of October 15, 2020

63-20

a. October 15, 2020 Board Meeting Minutes

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

That the minutes of the October 15, 2020 Board Meeting be approved.

Carried.

7. BUSINESS ARISING FROM THE MINUTES

None.

8. CORRESPONDENCE

a. Thank you from J. Geerts.

Thank you for Board retirement gift from J. Geerts.

9. RESOLUTION REPORTS

a. Reducing Barriers to Library Services

64-20

MOVED BY: C. Freibauer

SECONDED BY: M. Reniers

WHEREAS the Brantford Public Library Board holds the value of “access for all,” but recognizes that certain library policies and procedures systemically impose barriers to accessing library services;

AND WHEREAS research shows the significant benefits of a fine free library system for community members;

BE IT RESOLVED THAT the Brantford Public Library Board supports ongoing efforts to identify and reduce barriers to Library services;

AND THAT, as a result of its commitment to reduce barriers to Library services, the Library Board approves the elimination of overdue library fines for at the Brantford Public Library.

Carried.

K. Nielsen – Manager Public Services commended for preparing comprehensive and compelling report.

b. 2021-2030 Ten Year Capital Plan

65-20

MOVED BY: G. Woodburn

SECONDED BY: Councillor J. Utley

WHEREAS the Brantford Public Library Board requires funding for Capital Projects;

BE IT RESOLVED THAT the Library Board direct management to submit the following capital projects to the City for funding consideration during the 2021 Budget Process:

New Library Branch	\$6,510,932
Main Library Roof	\$585,000
Main Library Passenger Elevator Modernization	\$100,000
CCTV Upgrades and Replacements	\$50,000*

*Project to be funded from Library Reserves.

Carried.

Board in support of using Library Reserves to fund the CCTV project. Project will upgrade and expand both internal and external cameras, and include St. Paul Branch. Coincides with downtown project for new cameras, Library will work in partnership with City. Project will comply with policy and privacy guidelines.

c. Revisions to 2020 Laurier MOU Fees

R. Aramburo still working with University Librarian on adjusted fee structure for remainder of 2020. Laurier is gathering more meaningful numbers to assist with calculating 2020 fee structure, and form 2021 MOU. Information will be presented at December Board meeting, since it was not available in time for this meeting.

d. Nominating Committee for 2021-22 Board Committees/Officers

66-20

MOVED BY: Councillor J. Utley
SECONDED BY: M. Reniers

BE IT RESOLVED THAT the nominating committee will be comprised of:

Chair: Marion McGeein

Past Chair: Caroline Freibauer
Member-at-Large: Josie Heath

Carried.

e. Auditor Engagement and Plan Letters

67-20

MOVED BY: G. Woodburn

SECONDED BY: Councillor J. Utley

WHEREAS Millards Chartered Professional Accountants has been appointed the external auditor for the City of Brantford and its local boards;

BE IT RESOLVED THAT the report regarding independence of the City's external auditor, the Engagement Letter and the Audit Plan, BE RECEIVED.

Carried.

10. INFORMATION REPORTS

a. CEO Report – October

Report was presented and CEO highlighted Staff Development Month activities taking place online over the course of 4 weeks, as alternative to the usual in-person Staff Development Day due to COVID-19.

R. Aramburo will be participating in upcoming meeting with City and school board partners, to move the South West joint facility project forward. Councillor J. Utley noted the importance of building support for new branch.

b. COVID-19 Impacts

Report was presented and CEO provided additional information about the public's use of masks, and the wage subsidy received. R. Aramburo recently spoke with multiple library systems who received wage subsidy, there have been no concerns raised about clawbacks. Previous Board direction was to hold funds. Discussion around using funds to offset

COVID impacts will take place at Review Committee when 2021 budget is presented.

c. September 2020 Financial Statements

Financial Statements for September 2020 were received.

Yearend forecast is a surplus due to the wage subsidy.

d. 2020 Q3 Library Use Statistics

Library use continues to be significantly impacted by pandemic. Positive outcomes include significant increase in electronic circulation, and online programs can feature guests (e.g., authors) from outside of our geographical area. Despite challenges, there are new opportunities.

e. 2020 Strategic Plan Update

Report presented to show the progress on strategic actions that had been identified for 2020. Several initiatives weren't able to move forward given the pandemic, but progress made on others. Some will carry over to 2021.

CEO asked to comment on top three priorities for upcoming year. Response to COVID-19 impacts, implementing restructuring plan, and conducting Library Planning Study were identified as key priorities in 2021.

11. COMMITTEE REPORTS

A. Review Committee

Draft Minutes October 26, 2020

B. Planning and Policy Committee

Draft Minutes October 26, 2020

C. Governance Committee

No meeting.

D. SOLS

None.

Nominating Committee will be asking Board members to identify committee preferences, SOLS representative will be included.

OLS North and Southern Ontario Library Service (SOLS) are merging in 2021 to become Ontario Library Services.

12. NOTICE OF DISCUSSION

None.

13. OTHER BUSINESS

Board's direction to decline the funds for bathroom locks will be communicated to City Council in December.

14. NEXT MEETING DATE

December 17, 2020 at 4:30 pm.

15. ADJOURNMENT

Board Chair declared the meeting adjourned at 5:35 p.m.

Carried.

Read and approved.....December 17.....2020



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Chair