



MINUTES

Brampton Library Board

Tuesday, February 25, 2020

Meeting: 7:00pm – 9:00pm

Four Corners Branch

2nd Floor Boardroom

BOARD: J. Massey-Singh (Chair) R. Tailor
M. Allin C. Hough
M. Ben C. Williams
T. Chahal

REGRETS: H. Singh D. Ajasa

STAFF: S. Bartoletta, Interim Chief Executive Officer
J. Baty, Director Innovation & Technology; Acting Director Branch & Neighbourhood Services
J. Simone, Director, Business Management & Operations
G. De Prisco, Director, Human Resources & Organizational Development
S. Uttangi, Director, Community Engagement & Partnerships
M. Kwok, Executive Assistant to CEO
J. Dickenson, Manager, Marketing & Communications
L. Lalonde, President CUPE 1776, Circulation Supervisor, Chinguacousy Branch
M. Aiello, Vice President CUPE 1776, Circulation Supervisor, Springdale Branch
C. Vincent, CUPE 1776 Member at Large, Information Technician
Suzie Hoang, CUPE 1776 Member at Large, Customer Service Agent

Guests: D. Howes, Consultant, WMC

7:10pm	1. Call to Order
	2. Approval of Agenda Approval of Agenda moved by M. Allin Seconded by C. Hough CARRIED
	3. Declarations of conflict of interest : None
7:10pm	4. Elections: Establishment of Nomination Committee

	<ul style="list-style-type: none"> ● Nomination Committee Guidelines ● Elections Summary Worksheet ● J. Massey-Singh relinquished the position of Chair to Interim CEO S. Bartoletta to facilitate the Library Board elections <p>a) Chair</p> <ul style="list-style-type: none"> ● The Nomination Committee advised that J. Massey-Singh has been nominated for the position of Chair ● Acting Chair S. Bartoletta called for further nominations from the floor three times ● Seeing no further nominations, J. Massey-Singh was acclaimed as Chair for 2020 ● CARRIED <p>b) Vice-Chair</p> <ul style="list-style-type: none"> ● The Nomination Committee advised that M. Ben has been nominated for the position of Vice-Chair ● Acting Chair S. Bartoletta called for further nominations from the floor three times ● Seeing no further nominations, M. Ben was acclaimed as Vice-Chair for 2020 ● CARRIED <ul style="list-style-type: none"> ● J. Massey-Singh resumed the position of Chair for the remainder of the meeting
7:15pm	<p>Motion to move to Executive Session moved by C. Hough Seconded by M. Allin CARRIED</p> <p>5. Executive Session (Part 1)</p> <p>a) Personal matters regarding an identifiable individual</p>
7:30pm	<p>6. Adoption of Minutes: January 21, 2020 Motion to adopt Minutes moved by C. Hough Seconded by M. Allin CARRIED</p>
7:35pm	<p>7. Consent Agenda (no time allocated; reports/updates for information only; must be moved to active Agenda for discussion in Agenda Item #2)</p> <p>a) Report of the Chief Executive Officer</p> <ul style="list-style-type: none"> ● Received

7:35pm

8. New Business

a) Budget 2020 Presentation & Update

- S. Bartoletta and J. Simone provided an update of the February 19 presentation to Council
- J. Massey-Singh reiterated that it is within the Board's purview to help secure funds
- Councillor Williams agreed and recommended that the team put together formal requests for upcoming budgets
- She advised that recommendations were put through Council and supported by Councillors Williams and Singh

Motion to receive budget update moved by C. Hough

Seconded by M. Ben

CARRIED

b) Q4 Draft Financial Results

- J. Simone provided an overview of the draft year end financial results and indicated that the audited statements will be presented to the Board in April / May following the KPMG financial audit
- Received

Motion to receive draft financial results moved by M. Ben

Seconded by M. Allin

CARRIED

c) 2020 Capital Request

- J. Simone provided an overview of the capital request
- Received

Motion to approve capital request moved by C. Hough

Seconded by M. Ben

CARRIED

d) Verbal update re: CAO Introduction & Meeting

- S. Bartoletta provided an update of the meeting with CAO David Barrick
- This meeting provided an opportunity to discuss potential partnerships, the Ernst & Young / KPMG reports and the Facilities Master Plan update
- There was also discussion regarding the Heritage Heights, RioCan and City Library developments
- J. Massey-Singh met with the Mayor and received the same messaging as the CAO's office

Received

e) OLBA Bootcamp Recap

- J. Massey-Singh, M. Ben, M. Allin and R. Taylor participated with Interim CEO, S. Bartoletta

	<ul style="list-style-type: none"> ● R. Tailor observed that Brampton Library has a very engaged board and progressive systems ● J. Massey-Singh thanked the participants for attending and encouraged members to visit the OLA website which contains many of the presentations from the presenters <p>Received</p>
<p>8:20pm</p>	<p>9. Standing Items</p> <p>a) City Library / Centre for Innovation (no update)</p> <p>b) Board Self-Evaluation</p> <ul style="list-style-type: none"> ● J. Massey-Singh requested feedback regarding the self-evaluation form he distributed prior to the meeting <ul style="list-style-type: none"> ○ Recommendations included addressing governance and advocacy ○ Expectation management - how is information going to be collected and compiled into a report ○ Recommendation to develop it as a survey that is distributed to members after every meeting ● J. Massey-Sing will compile the surveys and aggregate results ● M. Kwok to assist in developing a Google Form to post to the Board portal <p>c) Council Outreach</p> <ul style="list-style-type: none"> ● J. Massey-Singh will develop and distribute speaking notes for Board members to discuss with Councillors and MPP's <ul style="list-style-type: none"> ○ He encouraged the board members to contact their delegated councillor for a meeting prior to March board meeting and report back ○ Goal to meet with MPP's prior to the April meeting and report back <p>d) Future Agenda Items & Topics (5 mins)</p> <ul style="list-style-type: none"> ● S. Bartoletta advised that she plans to delegate a South West branch update at the March 25 Committee of Council meeting ● She indicated that a delegation regarding the After Hours Study Hall is planned for June or September ● S. Bartoletta provided an overview regarding the current status of the Facilities Master Plan ● She recommended that: <ul style="list-style-type: none"> ○ work on the Request for Proposal (RFP) process to obtain a consultant be initiated ○ a Board sub-committee be established to review RFP ● She also requested that she be part of the Brampton Library core team to ensure continuity through the upcoming project

9:10pm	<p>10. Discussion Items</p> <p>a) Brampton Board of Trade - Elected Leader's Series</p> <ul style="list-style-type: none"> • S. Bartoletta provided an overview of the series and asked Board members to contact M. Kwok to register
9:20pm	<p>11. Information Items (no time allocated; reports/updates for information only; must be moved to active Agenda for discussion in Agenda Item #2)</p> <p>a) Brampton Library News Release re: <i>Children's Fine Free Initiative Wins Minister's Award for Innovation</i> Received</p> <p>b) CBC.ca news article by Kashmala Fida re: <i>Edmonton library board member forced to resign following tweets</i> Received</p> <p>c) SOLS LearnHQ Session : The Public Libraries Act: What You Need to Know Received</p>
9:22pm	<p>12. Executive Session (Part 2)</p> <p>a) Personal matters regarding an identifiable individual</p> <p>Motion to move to Executive Session moved by C. Hough Seconded by M. Ben CARRIED</p>
9:35pm	<p>13. Adjournment</p> <p>Motion to adjourn regular meeting moved by R. Taylor Seconded by C. Hough CARRIED</p>

Upcoming Meetings

Date	Location
March 24, 2020	Four Corners Branch, 2nd Floor Boardroom
April 28, 2020	Four Corners Branch, 2nd Floor Boardroom
May 26, 2020	Four Corners Branch, 2nd Floor Boardroom
June 23, 2020	Four Corners Branch, 2nd Floor Boardroom