

CARRIED.

The Board moved out of Closed Session at 6:53 p.m.

5. Approval of Motions from Closed Session

Motion 18 - 125, Library Board Closed Minutes of November 15, 2018

MOVED by Catharine Benzie, SECONDED by Maciej Jurczyk, that the Burlington Public Library Board Closed minutes of November 15, 2018 be approved as amended.

CARRIED.

6. Minutes of November 15, 2018

Motion 18 - 126, Library Board Open Minutes of November 15, 2018

MOVED by Maciej Jurczyk, SECONDED by Nancy Douglas, that the Burlington Public Library Board Open minutes of November 15, 2018 be approved as presented.

CARRIED.

7. Correspondence:

7.1. Letter from the Federation of Ontario Public Libraries (FOPL)

Lita Barrie shared with the Library Board the attached letter that outlines our commitment to this initiative from last year.

7.2. Letter from the City Clerk's Office, City of Burlington

Lita Barrie shared with the Board that Councillor Shawna Stolte has been appointed to sit on the Library Board.

8. Decision Items

8.1. Updated 2019 Capital Budget

Lita Barrie discussed the revised updated 2019 Capital Budget noting the revisions were amended as requested by the City due to the DC study preliminary findings. The Board discussed their concerns

Motion 18 - 127, To Defer Approval of the Updated 2019 Capital Budget to the January Board Meeting

MOVED by Maciej Jurczyk, SECONDED by Nancy Douglas, that the Burlington Public Library Board defer approval of the updated 2019 Capital Budget to the January Board meeting; and to direct the Senior Management Team to contact the City for a detailed explanation of the updates.

CARRIED.

8.2. Public Sector Accounting Standards

In Nicole Tewkesbury's absence, Lita Barrie discussed the changes to the Public Sector Accounting Standards. The library is required to disclose any related party transactions and in doing so the Board and Key staff would be required to sign declaration statements on an annual basis.

Motion 18 - 128, Public Sector Accounting Standards

MOVED by Maciej Jurczyk, SECONDED by Catharine Benzie, that the Burlington Public Library Board approve the annual declaration statement and key management personnel for BPL as it relates to the new Public Sector Accounting Standards PS2200.

8.3. Burlington Foundation Funds

Lita Barrie provided details to the request to co-mingle the Wendy Schick Fund with the general Burlington Public Library Endowment Fund. Noting that the funds will continue to be designated as requested by donors. The Board suggested that Wendy Schick be made aware of this; the Board approved this request.

Motion 18 - 129 Burlington Foundation Funds

MOVED by Nancy Douglas, SECONDED by Catharine Benzie, that the Burlington Public Library Board approve the transfer of the Wendy Schick Fund to be co-mingled with the general Burlington Public Library Endowment Fund.

Motion 18 - 130 Margaret Clay Endowment Fund

MOVED by Maciej Jurczyk, SECONDED by Catharine Benzie, that the Burlington Public Library Board approve the creation of the Margaret Clay Endowment Fund as per the Master Agreement with the Burlington Foundation to support media collections.

CARRIED.

8.4. Federation of Ontario Public Libraries (FOPL) Delegations

Motion 18 - 131, Approval of Federation of Ontario Public Libraries (FOPL) Delegations

MOVED by Maciej Jurczyk, SECONDED by Nancy Douglas, that the Burlington Public Library Board confirm representation of the Library at the FOPL Annual General Meeting;

THAT, should the Chair of the Board be unable to attend, the proxy form be completed by the Chair of the Board to designate the Chief Executive Officer to vote in the Chair's stead at the meeting.

CARRIED.

8.5. Library Board Trustee Recruitment and Library Board Orientation

The Board discussed the Library Board Trustee Recruitment process and the recommendation to appoint an interview committee that would consist of the City Councillor of the Board and two non-returning Board members. The committee would provide and submit the recommendation report to City Council by the January 23rd, 2019 submission date.

Motion 18 - 132, Approval of the Appointment of a Small Committee to Interview Library Board Volunteer Applications

MOVED by Maciej Jurczyk, SECONDED by Catharine Benzie, that the Burlington Public Library Board appoint a small adhoc committee to interview the Library Board volunteer applicants and recommend the slate to City Council.

THAT the Burlington Public Library Board direct the CEO to support the administration of the interview committee and ensure a report with the recommended volunteers is provided to City Council for their consideration at the January 28, 2019 meeting.

CARRIED.

9. Discussion Items:

10. Information Items

The following information items were received:

10.1. Service Highlights

The Library Board reviewed the November Service Highlights; Lita Barrie noted that Burlington Public Library is once again Halton's Employer of Choice.

10.2. Strategic Plan Update

The updated Strategic Plan was reviewed by the Board.

10.3. Update on Development Charges

The Board discussed the update on the Development Charges as noted in the Board package.

10.4. Update on HST

Lita Barrie provided an update on HST; the Board requested that a clear detailed report be provided to the incoming Library Board in order to make them aware of the implications.

10.5. Advocacy Committee Update

Lita Barrie provided an update of the November 22, 2018 Advocacy Committee Meeting. The committee conducted a brainstorming session around the current Power Point presentation and will continue to work on this at a future meeting.

11. Other Business

11.1. Lita Barrie ask that if anyone is interested in attending the Mayor's Breakfast on January 30th to please let Cindy know.

12. Next Meeting: Thursday January 17, 2019 at the Central Branch

The meeting is adjourned at 8:56 p.m. Motion by Maciej Jurczyk.

Chair

Secretary-Treasurer