

BPL Board Minutes | June 27, 2024

Attendance

Board: Jennifer Tarnawski, Jason Manayathu, Ashley Cameron, Lindsay Zalot, Akindayomi Odedeyi (via Zoom), Shayne Lemieux

Regrets: Councillor Lisa Kearns

Staff: Lita Barrie, Meg Uttangi Matsos, Elise Copps, Cindy Tchorz

A meeting of the Library Board was held on Thursday, June 27, 2024, in the Frank Rose Room at the Central Branch.

Minutes

1. Call to Order

Jennifer Tarnawski, Library Board Chair, called the meeting to order at 6:30 p.m.

2. Approval of the Agenda

The agenda was approved as presented.

Motion 24-43, Approval of the Agenda

MOVED by Lindsay Zalot, **SECONDED** by Jason Manayathu, that the agenda be approved as presented.

CARRIED.

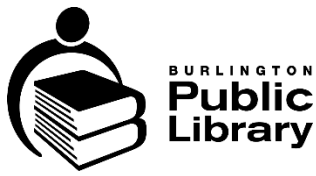
3. Declarations of Interest – None.

4. Board Development: Intellectual Freedom

5. Open Minutes of May 23, 2024

Motion 24-44, Open Minutes of May 23, 2024

MOVED by Shayne Lemieux, **SECONDED** by Ashley Cameron, that the Burlington Public Library Board approve the Open Minutes of May 23, 2024 as presented.



CARRIED.

6. Decision Items

6.1. Board Procedural By-Law

Motion 24-45, Board Procedural By-Law

MOVED by Jason Manayathu, SECONDED by Lindsay Zalot, that the Burlington Public Library approve the proposed updates to the Board Procedural By-Law.

CARRIED.

6.2. Policy Review

6.2.1. Intellectual Freedom Policy

Motion 24-46, Intellectual Freedom Policy

MOVED by Ashley Cameron, SECONDED by Shayne Lemieux, that the Burlington Public Library approve the revised Intellectual Freedom Policy effective July 2, 2024, as presented.

CARRIED.

6.3. September 30th Report

Follow up from Board direction in 2023 regarding the library closing on this day.

Motion 24-47, September 30th Report

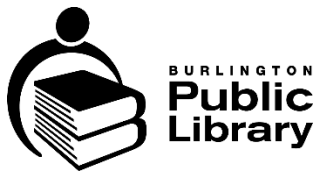
MOVED by Lindsay Zalot, SECONDED by Jason Manayathu, that the Burlington Public Library approve that the Library Open on September 30, 2024, and September 30, 2025.

CARRIED.

6.4. 2024 Capital Reallocation

As noted in the board package, we are requesting the library Board to consider the reallocation of funds for the CT infrastructure project that has grown due to inflationary impacts and the costs of materials for replacing the items noted in the Board package.

Motion 24-48, 2024 Capital Reallocation



MOVED by Ashley Cameron, SECONDED by Lindsay Zalot, that the Burlington Public Library approve the reallocation of \$264,300 of IT Capital funding and \$262,000 of Facilities Capital funding to the Central Infrastructure Project.

CARRIED.

7. Discussion Items

7.1. Draft MOU Burlington Fire Department

Lita Barrie discussed the plan for the relocation of the town bell to the Burlington Fire Department and shared the memorandum of understanding (MOU). More information will come back to the Board at a later date.

7.2. 2025 Budget

The Library Board discussed the report in the June Board package. Library staff noted in the report that they are seeking direction from the Board for how to proceed with the 2025 Budget submission to address the funding shortfall. Library staff have reached out to City Finance. The Library Board is in support of asking for additional funding, and to have contingency plans in place if the city does not provide BPL more funding and note if we are reducing services and programs that would have a great impact to the community. Library staff will continue to work with city staff and will bring back a report with an update from those conversations and recommendations in September and if needed we will look at holding a Board meeting over the summer months.

8. Information Items

The following items were received by the Library Board:

8.1. CEO Report

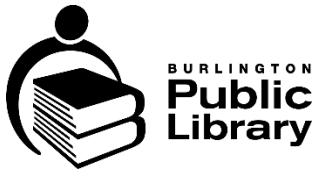
8.2. 2023 Annual Report Economic Impact Statement

8.3. 2023 Requests for Reconsideration Report

This report is coming to the Board for the first time and will be received annually in February to align with Freedom to Read Week.

9. Closed Session

Motion 24-49, Move into Closed Session



MOVED by Lindsay Zalot, SECONDED by Shayne Lemieux, that the Burlington Public Library Board move into Closed Session.

CARRIED.

The Library Board moved into Closed Session at 8:25 p.m.

Motion 24-50, Move out of Closed Session

MOVED by Lindsay Zalot, SECONDED by Shayne Lemieux, that the Burlington Public Library Board move out of Closed Session.

CARRIED.

The Library Board moved out of Closed Session at 9:04 p.m.

10. Approval of Motions from Closed Session

Motion 24-51, Closed Minutes of May 23, 2024

MOVED by Ashley Cameron, SECONDED by Lindsay Zalot, that the Burlington Public Library approve the Closed Minutes of May 23, 2024 as presented.

CARRIED.

Motion 24-52, Real Estate Matter

MOVED by Ashley Cameron, SECONDED by Lindsay Zalot, that the Burlington Public Library approve agenda item 9.2 Real Estate Matter as discussed in Closed Session.

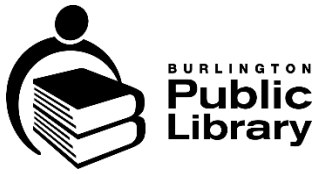
CARRIED.

Motion 24-53, HR Matter

MOVED by Ashley Cameron, SECONDED by Lindsay Zalot, that the Burlington Public Library approve agenda item 9.3 HR Matter as discussed in Closed Session.

CARRIED.

Motion 24-54, CEO Performance Review



MOVED by Ashley Cameron, SECONDED by Lindsay Zalot, that the Burlington Public Library approve agenda item 9.4 CEO Performance Review as discussed in Closed Session.

CARRIED.

11. Other Business – None.

The meeting is adjourned at 9:06 p.m. Motion by Lindsay Zalot.

Chair

Secretary-Treasurer

Next Meeting

Thursday, September 12, 2024, 6:30 p.m., 2025 Budget Meeting, Frank Rose Room

Thursday, September 26, 2024, 6:30 p.m., Frank Rose Room