

BPL Board Minutes | November 23, 2023

Attendance

Board: Jennifer Tarnawski, Jason Manayathu, Ashley Cameron, Akindayomi Odedeyi, Lindsay Zalot, Shayne Lemieux

Staff: Lita Barrie, Nicole Tewkesbury, Meg Uttangi Matsos, Kourtney Shelton, Cindy Tchorz

Regrets: Councillor Lisa Kearns

Guests: David Quezada

Minutes

A meeting of the Board was held on Thursday, November 23, 2023, in the Frank Rose Room at Central Branch.

1. Call to Order

Jennifer Tarnawski, Library Board Chair, called the meeting to order at 6:31p.m.

2. Approval of the Agenda

The agenda was approved as presented.

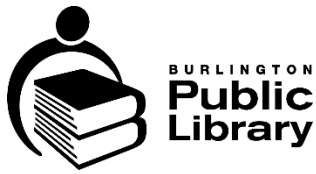
Motion 23-62, Approval of the Agenda

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

CARRIED.

3. Declarations of Interest

None.



4. Presentation: Equity, Diversity, and Inclusion

David Quezada, Manager of Equity, Diversity, and Inclusion came to the Board meeting to provide a presentation on equity, diversity, and inclusion at BPL.

4.1. Equity, Diversity, and Inclusion Report

5. Open Minutes of October 26, 2023

Motion 23-63, Open Minutes of October 26, 2023

MOVED by Shayne Lemieux, SECONDED Akindayomi Odedeyi, that the Burlington Public Library Board approve the Open Minutes of October 26, 2023 as presented.

CARRIED.

6. Decision Items

6.1 2024 Executive Nominating Committee

Motion 23-64, 2024 Executive Nominating Committee

MOVED by Jason Manayathu, SECONDED by Ashley Cameron, that the Burlington Public Library Board appoint Lindsay Zalot, as the Nominating Committee for the Board Executive Elections to occur at the January 2024 Board meeting; and,

That the Nominating Committee report back to the Board in January 2024 regarding a slate for Board Executive Elections.

CARRIED.

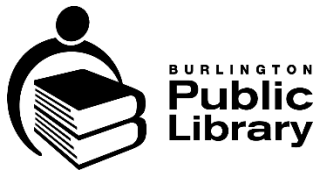
6.2 2023 Board Self Evaluation Tool

Motion 23-65, 2023 Board Self Evaluation Tool

MOVED by Shayne Lemieux, SECONDED by Akindayomi Odedeyi, that the Burlington Public Library Board approve the survey to be used to conduct the Board's self-evaluation of its' work; and,

That the Burlington Public Library Board direct the CEO to arrange for the administration of the Board Evaluation survey using on-line survey tool "Survey Monkey" and provide a report on the results at the January 2024 Board meeting.

CARRIED.



6.3 Facilities Masterplan

Motion 23-66, Facilities Masterplan

MOVED by Jason Manayathu, SECONDED by Ashley Cameron, that the Burlington Public Library Board approve the updated BPL Facilities Master Plan.

CARRIED.

6.4 Fund Development Strategy Update Report

Motion 23-67, Fund Development Strategy Update Report

MOVED by Jason Manayathu, SECONDED by Shayne Lemieux, that the Burlington Public Library Board approve the BPL Fund Development Strategy Update.

CARRIED.

6.5 Policy Review

6.5.1 Donations, Sponsorship & Fundraising Policy

Motion 23-68, Donations, Sponsorship & Fundraising Policy

MOVED by Shayne Lemieux, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve the revised Donations, Sponsorship & Fundraising Policy effective December 1 2023 as presented.

CARRIED.

6.5.2 General Human Resources Policy

Motion 23-69, General Human Resources Policy

MOVED by Ashley Cameron, SECONDED by Akindayomi Odedeyi, that the Burlington Public Library Board approve the revised General Human Resources Policy effective December 1 2023 as presented.

CARRIED.

6.5.3 Whistleblower Policy

Motion 23-70, Whistleblower Policy

MOVED by Lindsay Zalot, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve the revised Whistleblower Policy effective December 1 2023 as amended.

CARRIED.

7. Discussion Items

7.1. Strategic Plan Mid Term Review

Lita Barrie provided a brief presentation in addition to the report included in the Board package.

8. Information Items

The following items were received by the Board

8.1. CEO Report

Lita Barrie noted that BPL recently participated in the Great Places To Work survey and we have been recertified as a great place to work.

8.2. Endowment Fund Statements

9. Closed Session

Motion 23-71, Move into Closed Session

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

CARRIED.

The Library Board moved into Closed Session at 8:56 p.m.

Motion 23-71, Move out of Closed Session

MOVED by Lindsay Zalot, SECONDED by Akindayomi Odedeyi, that the Burlington Public Library Board moved out of Closed Session.

CARRIED.

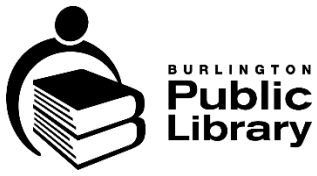
The Library Board moved out of Closed Session at 9:18 p.m.

10. Approval of Motions from Closed Session

None.

11. Other Business

11.1.



The meeting is adjourned at 9:21 p.m. Motion by Akindayomi Odedeyi.

Chair

Secretary-Treasurer

Next Meeting

Thursday, January 25, 2024, Frank Rose Room