

# BPL Board Minutes | September 26, 2024

## Attendance

Board: Jennifer Tarnawski, Jason Manayathu, Akindayomi Odedeyi (joined the meeting via Zoom at 7:10 p.m.), Lindsay Zalot, Shayne Lemieux

Regrets: Councillor Lisa Kearns, Ashley Cameron

Staff: Lita Barrie, Nicole Tewkesbury, Elise Copps, Cindy Tchorz

## Minutes

A meeting of the Board was held on Thursday, September 26, 2024, in the Frank Rose Room at Central Branch.

### 1. Call to Order

Jennifer Tarnawski, Library Board Chair, called the meeting to order at 6:32 p.m.

### 2. Approval of the Agenda

The agenda was approved as presented.

#### **Motion 24-59, Approval of the Agenda**

**MOVED by Lindsay Zalot, SECONDED by Shayne Lemieux, that the agenda be approved as presented.**

**CARRIED.**

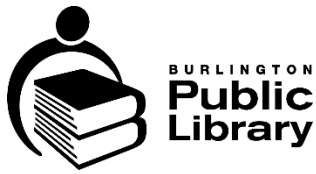
### 3. Declarations of Interest - None

### 4. Board Development: Programming and Partnerships

Elise Copps, Director of Communications & Engagement provided a presentation on programming and collaborating with community partners.

### 5. Open Minutes of June 27, 2024

**Motion 24-60, Open Minutes of June 27, 2024**



**MOVED by Lindsay Zalot, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve the Open Minutes of June 27, 2024 as presented.**

**CARRIED.**

## 6. Open Minutes of September 12, 2024

**Motion 24-61, Open Minutes of September 12, 2024**

**MOVED by Lindsay Zalot, SECONDED by Shayne Lemieux, that the Burlington Public Library Board approve the Open Minutes of September 12, 2024 as presented.**

**CARRIED.**

## 7. Decision Items

### 7.1 2025 Operating Budget

Lita Barrie spoke to the report in the Board package. City finance has updated some of the processes for this year's budget and included in the report is a new Key Investment form for requests for additional funding. In addition to submitting the Key Investment, as requested by the Library Board, library staff were asked by Mayor Marianne Meed Ward to submit a letter to the attention of the Mayor regarding the funding shortfall. The City of Burlington's Draft Operating Budget is expected to be published October 25<sup>th</sup> and library staff will continue to provide the Library Board with any updates as they are shared.

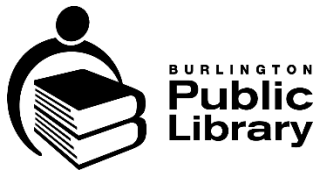
**Motion 24-62, Approval of the 2025 Draft Operating Budget**

**MOVED by Shayne Lemieux, SECONDED by Jason Manayathu, that the Burlington Public Library Board approves the 2025 Draft Operating Budget submission;**

**That the Burlington Library Board approve the draft 2025 Department Overview Submission;**

**That the Burlington Public Library Board approve the draft letter to Mayor Marianne Meed Ward, and the associated Key Investment – Provision to Library document to support the request for additional 2025 funding.**

**CARRIED.**



## 7.2 Q2 Financials

As requested by the Library Board, library staff will review and look at another way to report the Other Funding spreadsheet.

### **Motion 24-63, Q2 Financials**

**MOVED by Lindsay Zalot, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve the 2<sup>nd</sup> Quarter Operating, Capital, and Other Fund Financial Statements for the period ending June 30, 2024.**

**CARRIED.**

## 7.3 Annual Library Closures for 2025

### **Motion 24-64, Annual Library Closures for 2025**

**MOVED by Shayne Lemieux, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve the proposed 2025 Open/Closed Library Schedule as presented.**

**CARRIED.**

Akindayomi Odedeyi joined the meeting via Zoom at 7:10 p.m.

## 7.4 Board Meeting Dates for 2025

### **Motion 24-65, Board Meeting Dates for 2025**

**MOVED by Shayne Lemieux, SECONDED by Lindsay Zalot, that the Burlington Public Library Board approve the proposed 2025 Library Board meeting schedule as presented.**

**CARRIED.**

## 8. Discussion Items – None

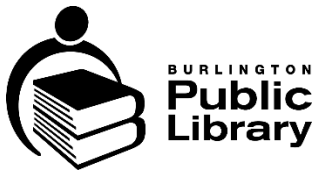
## 9. Information Items

The following items were received by the Board:

9.1. CEO Report

9.2. Q2 Metrics

9.3. Endowment Funds Statement



## 10. Closed Session

### **Motion 24-66, 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 7:45 p.m.

### **Motion 24-67, Move into Closed Session**

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

**CARRIED.**

The Library Board moved out of Closed Session at 7:46 p.m.

## 11. Approval of Motions from Closed Session

### **Motion 24-68, Closed Minutes of June 27, 2024**

**MOVED by Lindsay Zalot, SECONDED by Akindayomi Odedeyi, that the Burlington Public Library Board approve the Closed Minutes of June 27, 2024 as presented.**

**CARRIED.**

## 12. Other Business

## 13. Next meeting

Thursday, October 24, 2024, 6:30 p.m., Frank Rose Room

The meeting is adjourned at 7:47 p.m. Motion by Jason Manayathu.

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Chair

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Secretary-Treasurer