
Present: **Board:** **Brian Kenny, Catharine Benzie, Jennifer Tarnawski, Nawaz Noormohamed, Lindsay Zalot, Bianca Tse**

Staff: **Lita Barrie, Christine Dalgetty, Nicole Tewksbury, Linda Dobson, Suzanne Hampson, Cindy Tchorz**

Regrets: **Board:** **Councillor Shawna Stolte**

A meeting of the Board was held on Thursday, December 19, 2019 at the Central Branch.

1. Call to Order

Brian Kenny, Board Chair, called the meeting to order at 6:35 p.m.

2. Approval of the Agenda

Add:

Correspondence:

7.2. Letter of Resignation

Decision Items:

9.7. Appointment of Selection Committee for Mid-Term Board Replacement

Motion 19-73, Approval of the Agenda

MOVED by Lindsay Zalot, SECONDED by Bianca Tse, that the agenda be approved as amended.

CARRIED.

3. Declarations of Interest

There were no declarations of interest.

Motion 19 - 74, Move into Closed Session

MOVED by Nawaz Noormohamed, SECONDED by Catharine Benzie, that the Burlington Public Library Board move into Closed Session.

CARRIED.

The Board moved into Closed Session at 6:37 p.m.

Motion 19 – 75, Move out of Closed Session

MOVED by Bianca Tse, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board move out of Closed Session.

CARRIED.

The Board moved out of Closed Session at 6:38 p.m.

4. Approval of Motions from Closed Session

Motion 19 - 76, Library Board Closed Minutes of November 21, 2019

MOVED by Nawaz Noormohamed, SECONDED by Catharine Benzie, that the Burlington Public Library Board Closed Minutes of November 21, 2019 be approved as presented.

CARRIED.

6. Minutes of November 21, 2019

Motion 19 - 77, Library Board Open Minutes of November 21, 2019

MOVED by Lindsay Zalot, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board Open minutes of November 21, 2019 be approved as presented with the addition of Appendix A.

CARRIED.

7. Correspondence:

7.1. Letter from the Minister of Heritage, Sport, Tourism and Culture

A letter from the Minister of Heritage, Sport, Tourism and Culture was received outlining the changes to the Public Libraries Act.

7.2. Letter of Resignation from Board Member

The Library Board received a letter of resignation from Bianca Tse.

8. Presentation:

8.1. Vision to Focus

Lita Barrie provided a presentation on the City of Burlington's Strategic Plan. This will be posted on the Board Intranet.

9. Decision Items

9.1. Appointment of Nominating Committee for 2020 Board Executive Election

Motion 19 - 78, Appointment of Nominating Committee for 2020 Board Executive Election

MOVED by Catharine Benzie, SECONDED by Lindsay Zalot, that the Burlington Public Library Board appoint Bianca Tse as the Nominating Committee for Board Executive Elections to occur at the January 2020 Library Board meeting, and;

That the Nominating Committee report back to the Board in January 2020 regarding a slate for Board Executive Elections.

9.2. Program Policy

The Library Board reviewed the updates made to this policy.

Motion 19 - 79, Approval of the Revised Program Policy

MOVED by Bianca Tse, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board adopt updates to the Program Policy effective January 1, 2020 as presented.

CARRIED.

9.3. Staff Code of Conduct Policy

The Library Board reviewed the updates made to this policy.

Motion 19 - 80, Approval of the Staff Code of Conduct Policy

MOVED by Nawaz Noormohamed, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the updated Employee Code of Conduct Policy.

CARRIED.

9.4. Human Rights Policy

The Library Board reviewed the updates made to this policy.

Motion 19 - 81, Approval of the Human Rights Policy

MOVED by Catharine Benzie, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the updated Human Rights Policy.

CARRIED.

9.5. Advocacy Committee Report

Motion 19 - 82, Advocacy Committee Report

MOVED by Nawaz Noormohamed, SECONDED by Lindsay Zalot, that the Burlington Public Library Board approve the Advocacy Committee Report;

That the Burlington Public Library Board repeal the Terms of Reference for the Advocacy Standing Committee.

CARRIED.

9.6. 2020 Board Governance Calendar

Motion 19 - 83, Approval of the 2020 Board Governance Calendar

MOVED by Nawaz Noormohamed, SECONDED by Bianca Tse, that the Burlington Public Library Board approve the 2020 Board Governance Calendar and Work Plan.

CARRIED.

9.7. Appointment of Selection Committee for Mid-Term Board Replacement

Motion 19 - 84, Appointment of Selection Committee for Mid-Term Board Replacement

MOVED by Nawaz Noormohamed, SECONDED by Lindsay Zalot, that the Burlington Public Library Board appoint Bianca Tse, Catharine Benzie and Jennifer Tarnawski as the Selection Committee to seek an appointee for the remainder of the Board term to fill the vacancy created by the resignation of Bianca Tse, and;

That the Selection Committee report back to the Board in January 2020 with a recommended appointee for Board approval.

CARRIED.

10. Discussion Items:

10.1. Board Self Evaluation Report

The Library Board reviewed the survey results from the Board self-evaluation.

11. Information Items

The following information items were received:

- 11.1. November Strategic Highlights
- 11.2. Halton Employer of Choice Survey Results
- 11.3. Board Governance Calendar Update
- 11.4. Strategic Plan Update

12. Other Business

- Northern Exposure Presentation

13. Next Meeting: Thursday, January 16, 2020 at Central Branch

The meeting is adjourned at 8:08 p.m. Motion by Bianca Tse.

Chair

Secretary-Treasurer