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**Present:**    **Board:**    **Catharine Benzie, Jennifer Tarnawski, Brian Kenny, Lindsay Zalot, Jason Manayathu, Nawaz Noormohamed**

**Staff:**        **Lita Barrie, Nicole Tewksbury, Meg Uttangi Matsos, Oz Kamaci, Cindy Tchorz**

**Guests:**    **Oz Kamaci**

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

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A meeting of the Board was held on Thursday, June 17, 2021 via Zoom Meeting.

**1. Call to Order**

Catharine Benzie, Board Chair, called the meeting to order at 6:34 p.m.

**2. Approval of the Agenda**

The agenda was approved as amended.

**Motion 21-31, Approval of the Agenda**

MOVED by Jason Manayathu, SECONDED by Nawaz Noormohamed, that the agenda be approved as amended.  
CARRIED.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Minutes of May 20, 2021**

**Motion 21-32, Library Board Open Minutes of May 20, 2021**

MOVED by Brian Kenny, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board Open Minutes of May 20, 2021 be approved as presented.  
CARRIED.

**5. Decision Items:**

**5.1. Board Meeting Schedule**

**Motion 21-33, Board Meeting Schedule**

MOVED by Nawaz Noormohamed, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve a revised meeting schedule effective September 2021 to change meetings to the fourth (4<sup>th</sup>) Thursday each month rather than the third (3<sup>rd</sup>) Thursday each month except December to avoid conflict with the holiday season.

CARRIED.

## **5.2. Fines Free Report**

### **Motion 21-34, Fines Free Report**

MOVED by Lindsay Zalot, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve a Fine Free Model indefinitely;

That staff continue to offset lost fine revenue with a pay-it-forward donation system in support of lifelong literacy;

That once a customer is billed for any unreturned item, staff will suspend borrowing privileges for physical materials until items are returned or the matter is resolved with staff;

That staff continue with the use of a collection agency if there is more than \$50 owing for over 59 days for unreturned or unpaid items;  
CARRIED.

## **6. Discussion Items:**

### **6.1.**

## **7. Information Items:**

The following items were received by the Board.

### **7.1. May & June Strategic Highlights**

### **7.2. BPL COVID-19 BPL Service Redesign Update**

Oz Kamaci joined the Board meeting at 7:02 p.m.

## **8. Decision Items:**

### **8.1. 2021-2025 Strategic Plan**

### **Motion 21-35, 2021-2025 Strategic Plan**

MOVED by Jennifer Tarnawski, SECONDED by Brian Kenny, that the Burlington Public Library Board approve the 2021-2025 Strategic Plan.  
CARRIED.

Oz Kamaci left the Board meeting at 7:37 p.m.

## **9. Information Items:**

The following items were received by the Board.

### **9.1. 2022 Budget Update**

The Capital Budget from the previous year will be included in the draft budget of the current year as a comparison. The Board will be updated with the timeline for the 2022 Budget process over the summer in addition to the Q2 Financials.

- 9.2. 2020 Economic Impact Statement**
- 9.3. Governance Workplan Update**
- 9.4. HR Training and Health & Safety Report**

**Motion 21-36, Move into Closed Session**

MOVED by Jennifer Tarnawski, SECONDED by Brian Kenny, that the Burlington Public Library Board move into Closed Session.  
CARRIED.

The Board moved into Closed Session at 8:01 p.m.

**Motion 21-37, Move out of Closed Session**

MOVED by Jennifer Tarnawski, SECONDED by Nawaz Noormohamed, that the Burlington Public Library Board move out of Closed Session.  
CARRIED.

The Board moved out of Closed Session at 8:21 p.m.

**9. Approval of Motions from Closed Session**

**Motion 21-38, HR Item: Compensation**

MOVED by Jennifer Tarnawski, SECONDED by Jason Manayathu, that the Burlington Public Library Board approve the recommendations as discussed in Item 8.2 of Closed Session.  
CARRIED.

**Motion 21-39, CEO Performance Review**

MOVED by Brian Kenny, SECONDED by Nawaz Noormohamed, that the Burlington Public Library Board approve the recommendations as discussed in Closed Session Item 8.3.  
CARRIED.

**10. Other Business:**

**10.1.**

**11. Next Meeting: Thursday, September 23, 2021 via Zoom Meeting**

The meeting is adjourned at 8:26 p.m. Motion by Nawaz Noormohamed.

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Chair

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Secretary-Treasurer