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

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

A meeting of the Board was held on Thursday, October 15, 2020 via Zoom Meeting.

1. Call to Order

Catharine Benzie, Board Chair, called the meeting to order at 6:40 p.m.

2. Approval of the Agenda

The agenda was amended to move Closed Session to the end of the Board meeting. The agenda was approved as amended.

Motion 20-74, Approval of the Agenda

MOVED by Lindsay Zalot, SECONDED by Jason Manayathu, that the agenda be approved as amended.
CARRIED.

3. Declarations of Interest

There were no declarations of interest.

5. Minutes of September 17, 2020

Deferred to the November Board meeting.

6. Presentation;

6.1. Board Intranet

Lita Barrie provided a brief overview of the new Board Intranet that will go live on November 1, 2020.

7. Decision Items:

7.1. Finance Committee Meeting Approval of Motion

The Library Board reviewed and approved the Finance Committees recommendation to approve the 2021 draft Operating and Capital Budget and Service Business Plan submission to the City of Burlington Finance Committee.

Motion 20-75, 2021 Draft Operating and Capital Budget and Service Business Plan

MOVED by Jennifer Tarnawski, SECONDED by Brian Kenny, that the Burlington Public Library Board approve the draft 2021 Operating and Capital Budget and Service

Business Plan submission to the City of Burlington's Finance staff for review as recommended by the Finance Committee at the October 15, 2020 Finance Committee meeting.
CARRIED.

7.2. Q3 Financials

The Library Board reviewed the Q3 Financials. Nicole Tewkesbury noted that the anticipated Operating surplus is around the staff who were off on Declared Emergency Leave (DEL). Nicole will bring a report to the Board at the November Board meeting the impacts due to COVID-19.

Motion 20-76, Q3 Financials

MOVED by Nawaz Noormohamed, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the Q3 Financial statements.
CARRIED.

7.3. 2021 Board Meeting Schedule

The Library Board reviewed the 2021 Board Meeting Schedule. It is noted that all 2021 Board meetings will be held virtually.

Motion 20-77, 2021 Board Meeting Schedule

MOVED by Brian Kenny, SECONDED by Shawna Stolte, that the Burlington Public Library Board approve the 2021 Board meeting schedule.
CARRIED.

7.4. Security Camera Policy

The Library Board reviewed revised Security Camera Policy.

Motion 20-78, Security Camera Policy

MOVED by Shawna Stolte, SECONDED by Brian Kenny, that the Burlington Public Library Board approve the Security Camera Policy as presented.
CARRIED.

7.5. Closure for Renovations at Brant Hills

The Library Board approved a one day closure to be determined at the Brant Hills branch for renovations. Library staff will inform the public and the Councillor for that ward of the closure.

Motion 20-79, Closure for Renovations at Brant Hills

MOVED by Brian Kenny, SECONDED by Shawna Stolte, that the Burlington Public Library Board approve a one day closure at the Brant Hills branch for renovations.
CARRIED.

8. Discussion Items:

8.1. BPL COVID-19 Service Re-Design Strategy Report

Lita Barrie provided an update to the COVID-19 Service Re-Design strategy.

8.2. Strategic Plan Next Steps

Lita provided an update on the next steps on the Strategic Plan. The Library Board agreed to the revised timeline as noted in the Board package.

9. Information Items:

The following items were received by the Board:

9.1. Advocacy Report

9.2. Multi-Year Accessibility Plan Report

9.3. Anti-Racism Actions Update

9.4. September Strategic Highlights

Motion 20-80, Move into Closed Session

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

CARRIED.

Suzanne Hampson, Linda Dobson, Nicole Tewkesbury and Cindy Tchorz left the meeting at 8:05 p.m.

The Board moved into Closed Session at 8:06 p.m.

Motion 20-81, Move out of Closed Session

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

CARRIED.

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

Motion 20-82, Approval of Motions from Closed Session

MOVED by Jennifer Tarnawski, SECONDED by Jason Manaythu, that the Burlington Public Library Board approve the motions from Closed Session.

CARRIED.

10. Other Business:

11. Next Meeting: Thursday, November 19, 2020 via Zoom Meeting

The meeting is adjourned at 9:05 p.m. Motion by Lindsay Zalot.

Chair

Secretary-Treasurer