

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

Regrets: **Councillor Shawna Stolte, Jason Manayathu**

Staff: **Lita Barrie, Nicole Tewkesbury, Meg Uttangi Matsos, Oz, Kamaci (remotely), Frances Hanemaayer (remotely), Cindy Tchorz**

A meeting of the Board was held on Thursday, October 27, 2022 in the Frank Rose Room at the Central Branch.

1. Call to Order

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

2. Welcome Manager, North Branches

Lita introduced and welcomed Frances Hanemaayer, Manager, North Branches to the Library Board.

3. Approval of the Agenda

The agenda was approved as presented.

Motion 22-59, Approval of the Agenda

MOVED by Jennifer Tarnawski, SECONDED by Lindsay Zalot, that the agenda be approved as presented.
CARRIED.

4. Declarations of Interest

There were no declarations of interest.

5. Minutes of September 22, 2022

Deferred.

6. Decision Items:

6.1. Q3 Financials

Motion 22-60, Q3 Financials

MOVED by Nawaz Noormohamed, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the 3rd Quarter Operating Financial Statement for the period ending September 30, 2022; and

that the Burlington Public Library Board approve the 3rd Quarter Capital Financial Statement for the period ending September 30, 2022.

that the Burlington Public Library Board approve the allocation of \$30,000 of surplus operating funds to be spent on consulting services for the implementation of data collection, warehousing, and reporting infrastructure.
CARRIED.

6.2. Fund Development Strategy Report

Lita Barrie walked through the fund development strategy with the Library Board.

Motion 22-61, Fund Development Strategy Report

MOVED by Brian Kenny, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve BPL's Fund Development Strategy.
CARRIED.

6.3. Human Rights & Respectful Workplace Policy

This policy is coming back to the Library Board for approval following updates around language and definitions.

Motion 22-62, Human Rights & Respectful Workplace Policy

MOVED by Nawaz Noormohamed, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the updated Human Rights & Respectful Workplace Policy.
CARRIED.

6.4. 2022 Board Evaluation

Motion 22-63, 2022 Board Evaluation

MOVED by Brian Kenny, SECONDED by Lindsay Zalot, that the Burlington Public Library Board approve the survey to be used to conduct the Board's annual 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 report on the results at the January 2023 Board meeting.
CARRIED.

David Quezada joined the Board meeting at 7:17 p.m.

6.5. Multi-Year Accessibility Plan

Library staff will be looking at how we update and include the resources available on the library website for easy access to this information.

Motion 22-64, Multi-Year Accessibility Plan

MOVED by Jennifer Tarnawski, SECONDED by Lindsay Zalot, That the Burlington Public Library Board approve BPL's Multi-year Accessibility Plan 2022-2025 (MYAP) in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), S.O. 2005, c. 11, O. Reg 429/7: Accessibility Standards for Customer Service, and O. Reg. 191/11: Integrated Accessibility Standards (IASR).
CARRIED.

David Quezada left the Board meeting at 7:28 p.m.

7. Discussion Items:

7.1. Board Succession Plan

7.1.1. Transition Brief

The Board information sessions brought in over 75 attendees. The timeline from the City's clerk's office will likely be released mid-November with interviews to follow early in the new year. We will bring this back along with the Board Orientation manual for the Board's approval.

8. Information Items:

The following items were received by the Board:

8.1. CEO's Report

8.2. BPL COVID-19 Service Redesign Update

8.3. Q3 Metrics

Motion 22-65, Move into Closed Session

MOVED by Lindsay Zalot, SECONDED by Nawaz Noormohamed, that the Burlington Public Library Board move into Closed Session.
CARRIED.

The Board moved into Closed Session at 7:58 p.m.

Motion 22-66, Move out of Closed Session

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

The Board moved out of Closed Session at 7:59 p.m.

5. Approval of Motions from Closed Session

Motion 22-67, Library Board Closed Minutes of September 22, 2022

MOVED by Nawaz Noormohamed, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board Closed Minutes of September 22, 2022 be approved as presented.
CARRIED.

10. Other Business:

10.1.

11. Next Meeting: Thursday, November 24, 2022, Holland Room

The meeting is adjourned at 8:00 p.m. Motion by Brian Kenny.

Chair

Secretary-Treasurer