



BWG Public Library Board – Regular Meeting Minutes

Meeting date	Monday, March 20, 2023@ 7:00 pm
Location	Zima Room
Meeting #	2023-03 March
Members	CHAIR: Licinio Miguelo VICE CHAIR: Cheraldean Duhaney OLS TRUSTEE: Jen Turner FOL Liaison: Dillon McDowell Diana Sheeler Joseph Giordano
	Matthew Corbett, CEO Destiny Lackie, Recording Secretary Andrea Ciurria, Manager of Public Services Elizabeth Campbell, Manager of Community Engagement David Di Giovanni, Manager of Cultural Services
Regrets/Absent	Ferguson Mobbs and Nina Cunniff, Deputy CEO and Manager of Corporate Services

1 Call to Order

The Presiding Chair calls the meeting to order at: 7:02pm

2 Confirmation and Adoption of Agenda

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive and adopt the Monday, March 20, 2023, agenda.”

Moved by: D. Sheeler Seconded by: J. Giordano Result: CARRIED.

3 Declaration of Conflict of Interest— Conflict was noted for CEO Report under Community Fridge by Board Member McDowell.

4 Special Presentations/Welcome Guests—None

5 Confirmation of Consent Agenda

- 5.1 Regular Meeting Minutes of Monday, February 13th, 2023
- 5.2 CEO Report
- 5.3 Community Engagement Report
- 5.4 Corporate Services Report
- 5.5 Cultural Services Report
- 5.6 Public Services Report





MOTION:

“THAT the Bradford West Gwillimbury Public Library Board receive the Consent Agenda 5.1 and 5.3 5.6 inclusive.”

Staff fielded questions from the Board on the Cultural Services Report. Board member Giordano requested consideration for the Library to participate in a celebration of a community member for Junior Easter Seals award recognition.

Moved by: D. McDowell Seconded by: C. Duhaney Result: CARRIED.

MOTION:

“THAT the Bradford West Gwillimbury Public Library Board receive the Consent Agenda item 5.2 CEO Report”

Staff presented the report with additional information on training and development and fielded questions on the community fridge.

Moved by: J. Turner Seconded by: D. Sheeler Result: CARRIED.

6 Financial Report

6.1 Monthly Financial Report

MOTION:

“THAT the Bradford West Gwillimbury Public Library Board receive the Financial Report as printed.”

Staff fielded questions on the Financial Report

Moved by: C. Duhaney Seconded by: D. McDowell Result: CARRIED.

7 Correspondence—None

8 Board Training— Cultural Services Department Overview, Public Services Department Overview

Staff presented an overview of the Cultural Services Department. Staff fielded questions from the Board of Directors related to cultural space, DEI, community inclusion and program development, as well as stakeholder engagement.





Staff presented an overview for the Public Services Department. Staff fielded questions related to Customer Service including online resources and teaching tools, creative lab technologies, and information services. The Board further shared stories of great customer service experience at the Library.

9 New Business

9.1 2023-03-01 Equity Audit Progress Report

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive report 2023-03-01 Equity Audit Progress for information.”

Staff presented the report and fielded questions from the Board. Suggestions were made on potential policy inclusions. The Board inquired about the hiring practices and how diverse candidates are reached.

Moved by: D. McDowell Seconded by: D. Sheeler Result: CARRIED.

9.2 2023-03-02 Cultural Services Business Plan

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive and endorse the 2023-03-02 Cultural Service Business Plan as presented.”

Staff presented the Business plan and fielded questions from the Board.

Moved by: D. Sheeler Seconded by: C. Duhaney Result: CARRIED.

9.3 2023-03-03 Budget Update

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2023-03-03 Budget Update for information and request the CEO to monitor impacts to the service level from the downloaded services resulting from the Simcoe County Cooperative reduction.

Staff presented the Budget Update and fielded questions. A recorded vote was requested.

Moved by: J. Giordano Seconded by: C. Duhaney Result: CARRIED.





Staff outlined the process for recorded vote, and requested Board members to state In Favour or Opposed to the motion.

Matthew calling recorded vote.

J. Giordano: Opposed
D. McDowell: In Favour
D. Sheeler: In Favour
L. Miguelo: In Favour
C. Duhaney: In Favour
J. Turner: In Favour

Result: Carried 5 votes In Favour to 1 vote Opposed.

9.4 2023-03-04 Friends of the Library Update—D. McDowell

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2023-03-04 Friends of the Library Update for information.”

Board Member D. McDowell provided an update from the Friends of the Library Meeting.

Moved by: D. McDowell Seconded by: D. Sheeler Result: CARRIED.

10 Policy Review and Approvals

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board approve and enact the updated Bylaw, BL-03 Meetings of the Board dated March 20, 2023”

The Policy Committee presented the updated policy and fielded questions.

Moved by: J. Turner Seconded by: D. McDowell Result: CARRIED.

11 Board Committees—No Updates

12 Closed Session

MOTION:





“THAT the Bradford West Gwillimbury Public Library Board move into a session that is closed to the public in accordance with the Public Libraries Act, Section 16.1(4)(D) Labour relations or employee negotiations at 5:35 pm.”

Moved by: D. McDowell

Seconded by: J. Turner

Result: CARRIED.

12.1 Employee negotiations

MOTION:

“THAT the Bradford West Gwillimbury Public Library Board rise from a session that is closed to the public in accordance with the Public Libraries Act, Section 16.1(4)(D) Labour relations or employee negotiations at 6:30 pm.”

Moved by: D. McDowell

Seconded by: D. Sheeler

Result: CARRIED.

13 Next Meeting—Monday, April 17, 2023 @ 7pm.

14 Upcoming Events

15 Adjournment

MOTION:

“THAT this regular meeting of the Bradford West Gwillimbury Public Library Board adjourns at 8:16pm.”

Moved by: J. Giordano

Seconded by: D. McDowell

Result: CARRIED.



Licinio Miguelo - Board Chair



Matthew Corbett - Board Secretary

