



BWG Public Library Board – Regular Meeting Minutes

Meeting date	Monday, January 15, 2024 @ 7:00 pm
Location	Zima Room
Meeting #	2024-01
Members	CHAIR: Licinio Miguelo VICE CHAIR: Cheraldean Duhaney OLS TRUSTEE: Jen Turner FOL Liaison: Vacant Diana Sheeler Joseph Giordano Ferguson Mobbs
	Matthew Corbett, CEO Destiny Lackie, Recording Secretary Nina Cunniff, Deputy CEO and Manager of Corporate Services Andrea Ciurria, Manager of Public Services Elizabeth Campbell, Manager of Community Engagement David di Giovanni, Manager of Cultural Services
Regrets/Absent	

1 Land Acknowledgement

Land Acknowledgement was read by Board Member D. Sheeler.

2 Call to Order

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

3 Confirmation and Adoption of Agenda

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive and adopt the amended Monday, January 15, 2024 agenda.”

Board approved amendment to remove section 8, Board Training– Corporate Services Department and to move 9.1 Master Plan Update to the Delegations and Presentations section of the agenda.

Moved by: F. Mobbs Seconded by: J. Giordano Result: Carried.

4 Declaration of Conflict of Interest–

5 Special Presentations/Welcome Guests– Daniel Comerford + Brock James, LGA Architects & Stephen Abram, Lighthouse Consulting





Staff welcomed guests to the Board Meeting. Guests provided a presentation detailing plans on the Library Master plan project, their findings, and their recommendations. Consultants fielded questions from the Board of Directors related to the plan. The Board of Directors specified the necessity to have multiple options within the report to ensure a fulsome plan is made, and to ensure the Board has all information to make an informed decision, recommendation, and plan forward for Library Services.

The Board of Directors directed Staff to develop a report outlining the next steps for the Master Plan, to be presented at the next regular Board Meeting.

Presentation ended at 8:00pm.

6 Confirmation of Consent Agenda

- 6.1 REGULAR MEETING MINUTES OF November 20, 2023 and December 14, 2023
- 6.2 Community Engagement Report
- 6.3 Corporate Services Report
- 6.4 Cultural Services Report
- 6.5 Public Services Report

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive the Consent Agenda 6.1 to 6.5 inclusive.”

Staff fielded questions for 6.2 Community Engagement report.

Moved by: J. Turner Seconded by: F. Mobbs Result: Carried.

7 Correspondence—None

8 Board Training— Corporate Services Department –Section Removed

9 New Business

- 9.1 **2024-01-01 Master Plan Update**—Moved to section 5 Special Presentations/Welcome Guests
- 9.2 **2024-01-02 Scorecard Update**

Motion:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2024-01-02 Annual Scorecard Updates Report for information.”

Staff presented the Annual Scorecard Updates and fielded questions about the report's results.





The Board of Directors made suggestions on wording changes to the report and discussed advocacy opportunities with this document. The Board also celebrated the hard work of Management and Staff in achieving the strategic priorities outlined in the Scorecard Report.

Moved by: J. Giordano Seconded by: J. Turner Result: Carried.

9.3 2024-01-03 ROI Update

Recommendation:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2024-01-03 ROI Update for information.”

Staff presented the ROI document and fielded questions from the Board of Directors.

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

9.4 2024-01-04 Board Meeting Dates

Motion:

“THAT The Bradford West Gwillimbury Public Library Board receive the 2024-01-04 Board Meeting Dates Update for information;
AND THAT The Bradford West Gwillimbury Public Library Board approve Option 2 as the preferred 2024 Board meeting schedule”

Staff presents information on new Board Meeting dates for the year.

The Board of Directors moved to approve option 2 as the preferred 2024 Board meeting schedule.

Staff noted this schedule would be updated on the Library Website.

Moved by: F. Mobbs Seconded By: J. Turner Result: Carried.

9.5 2024-01-05 Grant Report

Motion:





“THAT The Bradford West Gwillimbury Public Library Board receive the report 2024-01-05 Grant Report Update for information.”

Staff presented a report of Alectra Utilities Grant received for funding monthly cultural programming at the Library.

Moved by: C. Duhaney Seconded by: F. Mobbs Result: Carried.

9.6 2024-01-06 OLA Super Conference Board Training Verbal Update + Resources

Motion:

“THAT The Bradford West Gwillimbury Public Library Board receive the 2024-01-06 OLA Super Conference Board Training Verbal Update + Resources for information.”

Staff updated the Board of Directors and provided information on the OLA Superconference and explained how to get access to the conference virtually.

Moved By: J. Turner Seconded By: F. Mobbs Result: Carried.

10 Policy Review and Approvals—None

- 10.1 AP-06, Internet, Email, Computer Usage Policy
- 10.2 AP-09, Planning Policy
- 10.3 BL-06, Board Advocacy
- 10.4 OP-05, Public Code of Conduct

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive the Policy Committee’s recommendations and approve 10.1 to 10.4 inclusive.”

Staff presented an overview of each policy brought forth and fielded questions from the Board. The Board of Directors provided recommendations on changes to wording in some of the policies.

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

11 Board Committees—No Updates

12 Closed Session—None

13 Next Meeting—Monday, February 26, 2024 @ 7pm.





14 Upcoming Events

15 Adjournment

Recommendation:

“THAT this regular meeting of the Bradford West Gwillimbury Public Library Board adjourns at 9:05pm.”

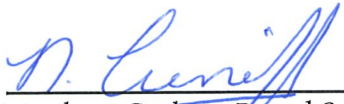
Moved by: J. Giordano

Seconded by: C. Duhaney

Result: Carried.



Licinio Miguelo, Board Chair



Matthew Corbett, Board Secretary
Deputy CEO
Rina Currieff

