



**BWG Public Library Board
 Board Meeting Agenda**

| | |
|---------------------|--|
| Meeting date | Monday December 16, 2019 @ 7:00 pm |
| Location | Board Room @ BWG Public Library |
| Meeting # | 2019-10-December |
| Members | CHAIR: Jennifer Harrison VICE CHAIR: Jonathan Scott SOLS TRUSTEE: Ericka Brosseau Natalie Petra Councillor Contois FOL Liaison: Noora Akhavan Elve Sepa |
| | Terri Watman, CEO Luisa Pinto, Recording Secretary Nina Cunniff, Deputy CEO Elizabeth Campbell, Information Services Librarian Andrea Cieurria, Borrower & Technical Services Manager |
| Regrets | Councillor Sandhu |
| Absent | |

- 1. Call to Order**
 The Presiding Chair calls the meeting to order
- 2. Confirmation and Adoption of Agenda**
Recommendation:
 "That the Bradford West Gwillimbury Public Library Board receive and adopt the Monday December 16, 2019 agenda as printed."
- 3. Declaration of Conflict of Interest**
- 4. Special Presentations**
- 5. Adoption of Minutes**
Recommendation:
 "That the Bradford West Gwillimbury Public Library Board receive and adopt the Monday November 18, 2019 minutes as printed."
- 6. Financial Reports**
6.1 Library Operating Budget, 2019, Budget Deliberations update
- 7. Business Arising from Minutes:**
7.1 Commons Coffee update
Recommendation:
 "That the Bradford West Gwillimbury Public Library receive this report."
7.2 Board Evaluation update and discussion
- 8. New Business**
8.1 Management Report





Recommendation:

“That the Bradford West Gwillimbury Public Library Board receive and approve the Management Report as printed.”

8.2 Monthly Statistics

8.2.1 Circulation Statistics

8.2.2 Social Media Statistics

8.3 Announcement of New CEO

Recommendation:

“That the Bradford West Gwillimbury Public Library Board appoint Matthew Corbett as Chief Executive Officer of the Bradford West Gwillimbury Public Library as of December 18, 2019.”

8.4 CEO Annual Workplan 2019 update

8.5 CEO Annual Workplan Q1 2020

9. Policies

9.1 Policies to be tabled and passed:

9.1.1 Property policy, PROP-01, Rules of Conduct

Recommendation:

“That the Bradford West Gwillimbury Public Library Board receive and approve the Property policy, PROP-01, Rules of Conduct as printed.”

9.2 Policies to be withdrawn: None at this time

10. Committees

10.1 Friends of the Library – December meeting did not have quorum

11. Member Announcements

12. Correspondence, Promotional Materials and Patron Comments/Suggestions

12.1 Correspondence

12.1.1 Thank you from the Helping Hand Food Bank

12.2 Promotional Materials

12.2.1 ‘BWG Library Picks of the Week’ article dated 16NOV19 written by BradfordToday Staff of BradfordToday.ca

12.2.2 ‘The struggles, achievements of military medical personnel explored in new book by Ted Barris’ article dated 22NOV19 written by Miriam King of BradfordToday.ca

12.2.3 ‘BWG Library Picks of the Week’ article dated 23NOV19 written by BradfordTodayStaff of BradfordToday.ca





- 12.2.4 'Indoor Market returns to the Library this Saturday' article dated 25NOV19 written by BradfordTodayStaff of BradfordToday.ca
 - 12.2.5 'Town cuts costs, draws on reserves to hold 2020 Operating Budget in check' article dated 30NOV19 written by Miriam King of BradfordToday.ca
 - 12.2.6 'BWG Library Picks of the Week' article dated 30NOV19 written by BradfordToday Staff of BradfordToday.ca
 - 12.2.7 'What's happening this week' article dated 02DEC19 written by BradfordToday Staff of BradfordToday.ca
 - 12.2.8 'Dipping into Reserves for the Town' Capital needs and projects' article dated 02DEC19 written by Miriam King of BradfordToday.ca
 - 12.2.9 'Bradford Farmers' Market gets cozy inside the library' article dated 02DEC19 written by Natasha Philpott of BradfordToday.ca
 - 12.2.10 'Newmarket Library stops collecting gender data after girl's gender challenged by employee' article dated 05DEC19 written by Lisa Queen of Newmarket Era
 - 12.2.11 'BWG Library Picks of the Week' dated 07DEC19 written by BradfordToday Staff of BradfordToday.ca
 - 12.2.12 'What's happening this week' article dated 09DEC19 written by BradfordToday Staff of BradfordToday.ca
- 12.3 Patron Comments and Suggestions** - none at this time

13. Next Meeting

Recommendation:

"That the Bradford West Gwillimbury Public Library Board meeting be held on Monday January 20, 2020."

14. Upcoming Events

14.1 2020 OLA SuperConference, January 29 – February 1, 2020

15. Adjournment

Recommendation:

"That this regular meeting of the Bradford West Gwillimbury Public Library Board adjourn at _____ pm."

