



**BWG Public Library Board  
 Board Meeting Minutes**

<b>Meeting date</b>	Monday February 25, 2019
<b>Location</b>	Boardroom @ BWG Public Library
<b>Meeting #</b>	2019-02- February
<b>Members</b>	Jennifer Harrison, , Noora Akhavan Ericka Brosseau, Jonathan Scott, Councillor Contois
	Terri Watman, CEO Nina Cunniff, Deputy CEO Elizabeth Campbell, Information Services Librarian
	Luisa Pinto, Recording Secretary
<b>Regrets</b>	Natalie Petra, Elve Sepa, Councillor Sandhu, Andrea Ciurria, Borrower and Technical Services Manager
<b>Absent</b>	None

**1. Call to Order**

The Presiding Chair calls the meeting to order at 6:57pm

**2. Confirmation and Adoption of Agenda**

**MOTION**

Moved by Councillor Contois, seconded by Jonathan Scott

“That the Bradford West Gwillimbury Public Library Board receive and adopt the agenda of Monday February 25, 2019 as printed.”

**CARRIED**

**3. Declaration of Conflict of Interest**

None

**4. Special Presentations**

None

**5. Adoption of Minutes**

**MOTION**

Moved by Jonathan Scott, seconded by Councillor Contois

“That the Bradford West Gwillimbury Public Library Board receive and adopt the minutes of the Monday January 21, 2019 meeting as printed.”

**CARRIED**

**6. Financial Reports**

**6.1 Library Operating Budget, 2018 and 2019**

Terri discussed budget deliberations that were held on January 30 and 31, 2019. The 2019 budget will be presented at the March 5, 2019 Council meeting for final approval.





**7. Business Arising from Minutes**  
None

**8. New Business**

**8.1 Management Report**

**MOTION**

Moved by Ericka Brosseau, seconded by Councillor Contois

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

**CARRIED**

**8.2 Monthly Statistics**

**8.2.1 Circulation Statistics**

**8.2.2 Social Media Statistics**

**8.3 Orientation - Policies**

**9. Policies**

**9.1 Policies to be tabled and passed:**

**9.1** Town of BWG HR-02-008, Workplace Accommodation

**9.2** Town of BWG HR-02-004, Sick Days

**9.3** Town of BWG HR-06-006, Paid Holidays

**9.4** Town of BWG HR-07-008, Fitness for Duty

**9.5** Town of BWG HR-06-009, Bereavement Leave

**9.6** Town of BWG HR-06-014, Personal Emergency Leave of Absence

**MOTION**

Moved by Councillor Contois, seconded by Ericka Brosseau

“That the Bradford West Gwillimbury Public Library Board receive and pass the following policies from the Town of Bradford West Gwillimbury as printed: HR-02-008, Workplace Accommodation; HR-02-004, Sick Days; HR-06-006, Paid Holidays; HR-07-008 Fitness for Duty; HR-06-009, Bereavement Leave, and HR-06-014, Personal Emergency Leave of Absence.”

**CARRIED**

**9.2 Policies to be withdrawn: None**

**10. Committees**

**10.1 Friends of the Library** – February minutes attached

**10.2 SOLS Regional Meeting** - Saturday 04MAY19 @ 10:00- 1:00, Midland Public Library

**11. Member Announcements**

**12. Correspondence**

**12.1 Correspondence: None**





## **12.2 Promotional Materials (circulated via e-mail)**

- 12.2.1** 'Bradford library launches online book recommendation service' article dated 18JAN19 written by Jenni Dunning from BradfordToday.ca
- 12.2.2** 'Bradford library, leisure centre open to public during extreme cold' article dated 18JAN19 written by Shawn Gibson from BrdfordToday.ca
- 12.2.3** 'Come on, Barbie, let's go party' article dated 21JAN19 written by BradfordToday staff from BradfordToday.ca
- 12.2.4** 'Trend shows more kids new to Canada reading to parents: literacy organization' article dated 21JAN19 written by Miriam King from BradfordToday.ca
- 12.2.5** 'Seed Library sprouts at Bradford Library' article dated 23JAN19 written by Miriam King from BradfordToday.ca
- 12.2.6** 'Stock your bookshelf at the Friends of the Library book sale' article dated 26JAN19 written by Town of BWG Info from BradfordToday.ca
- 12.2.7** 'Jack de Keyser bringing British blues to Bradford' article dated 26JAN19 written by Jenni Dunning from BradfordToday.ca
- 12.2.8** 'New Bradford Library website goes from 'scattershot' to modern' article dated 28JAN19 written by Miriam King from BradfordToday.ca
- 12.2.9** 'Qur'an display in Bradford preaches love, understanding, empowerment' article dated 29JAN19 written by Miriam King from BradfordToday.ca
- 12.2.10** 'Black History Month to honour 'Canada's Rosa Parks', other distinguished black women' article dated 01FEB19 written by Miriam King from BradfordToday.ca
- 12.2.11** 'Sprouting is super healthy, says Bradford eco-advocate' article dated 02FEB19 written by Miriam King from BradfordToday.ca
- 12.2.12** 'Bradford book sale success speaks volumes' article date 11FEB19 written by Miriam King from BradforToday.ca
- 12.2.13** 'Feeling down? Here's how to beat the winter blues' article dated 12FEB19 written by Miriam King from BradfordToday.ca
- 12.2.14** 'Need help filing your taxes? Bradford Library partners with CRA for tax clinics' article dated 20FEB19 written by Miriam King from BradfordToday.ca

## **12.3 Patron Comments and Suggestions: None**

## **13. Next Meeting**

### **MOTION**

Moved by Jonathan Scott, seconded by Councillor Contois

"That the Bradford West Gwillimbury Public Library Board meeting be held on Monday March





18, 2019.”

**CARRIED**

**14. Upcoming Events**

**14.1** Seedy Saturday, Saturday March 16, 2019 from 9:30 – 3:00pm at the Library

**14.2** May 11, 2019, York Simcoe Consortium Library Board Orientation @ East Gwillimbury Community Centre

**14.3** Board photo, March 18, 2019 – this date will be changed since members will be away in March. Dates will be sent out to the Board to see what date works best.

**15. Adjournment**

**MOTION**

Moved by Noora Akhavan, seconded by Ericka Brosseau

“That this regular meeting of the Bradford West Gwillimbury Public Library Board adjourn at 8:10 pm.”

**CARRIED**

  
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Jennifer Harrison, Chair

  
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Luisa Pinto, Secretary

Jonathan Scott  
Vice Chair

