



**BWG Public Library Board
 Board Meeting Minutes**

Meeting date	Monday January 21, 2019
Location	Boardroom @ BWG Public Library
Meeting #	2019-01-January
Members	Jennifer Harrison, Natalie Petra, Elve Sepa, Noora Akhavan Ericka Brosseau, Jonathan Scott, Councillor Contois, Councillor Sandhu
	Terri Watman, CEO Nina Cunniff, Deputy CEO Elizabeth Campbell, Information Services Librarian Andrea Ciurria, Borrower and Technical Services Manager
	Luisa Pinto, Recording Secretary
Absent	

1. Call to Order

Terri Watman called the meeting to order @ 7:01pm
 Introductions were made by Board and staff members

4. Special Presentations

ELECTION OF OFFICERS

Chair of the Bradford West Gwillimbury Public Library

Natalie Petra nominates Jennifer Harrison. Jennifer is willing to be nominated. No other nominations. Nominations are closed.

ACCLAMATION

"That the Bradford West Gwillimbury Public Library Board acclaim Jennifer Harrison as the Chair of the Bradford West Gwillimbury Public Library Board for the term of January, 2019 until December, 2022."

Vice Chair of the Bradford West Gwillimbury Public Library

Natalie Petra nominated herself.

Councillor Sandhu nominated Jonathan Scott

Ballots cast and counted.

MOTION

"That the Bradford West Gwillimbury Public Library Board elect Jonathan Scott as the Vice Chair of the Bradford West Gwillimbury Public Library Board for the term of January, 2019 until December, 2022."

CARRIED

SOLS (Southern Ontario Library Service) Trustee

Natalie Petra nominates herself. Ericka Brosseau nominates herself. Natalie withdraws her





nomination.

ACCLAMATION

"That the Bradford West Gwillimbury Public Library Board acclaim Ericka Brosseau as the SOLS Trustee of the Bradford West Gwillimbury Public Library Board for the term of January, 2019 until December, 2022.

CARRIED

Friends of the Library Liaison

Noora Akhavan nominates herself.

ACCLAMATION

"That the Bradford West Gwillimbury Public Library Board acclaim Noora Akhavan as the Friends of the Library Liaison of the Bradford West Gwillimbury Public Library Board for the term of January, 2019 until December, 2022."

CARRIED

2. Confirmation and Adoption of Agenda

MOTION

Moved by Councillor Sandhu, seconded by Elve Sepa

"That the Bradford West Gwillimbury Public Library Board receive and adopt the agenda of Monday January 21, 2019 as printed."

CARRIED

3. Declaration of Conflict of Interest

None

5. Adoption of Minutes

MOTION

Moved by Natalie Petra, seconded by Elve Sepa

"That the Bradford West Gwillimbury Public Library Board receive and adopt the minutes of the Monday December 17, 2018 meeting as printed."

CARRIED

6. Financial Reports

6.1 Library Operating Budget, 2018 and 2019

The Library board was informed the 2018 budget numbers are not finalized yet. The 2019 budget deliberations will be held on Wednesday January 30 and Thursday January 31, 2019. More information and follow up at the February meeting.

7. Business Arising from Minutes

None

8. New Business

8.1 Management Report

MOTION

Moved by Natalie Petra, seconded by Noora Akhavan

"That the Bradford West Gwillimbury Public Library Board receive and approve the





December Management Report as printed.”

CARRIED

- 8.2 Monthly Statistics
 - 8.2.1 Circulation Statistics
 - 8.2.2 Social Media Statistics
- 8.3 2019 Board Meeting dates (re-issued, approved September, 2018)
Natalie volunteered to send outlook notices for meeting dates to Board.
- 8.4 Orientation – Introduction to Learn HQ
Terri reviewed documents in orientation binder and provided an introduction to the LearnHQ online portal.
- 8.5 Digitization of Board package
A discussion was held and voted on. Starting February, 2019 board packages will be emailed to all members, as requested. Copies will be made available at each meeting as well.
- 8.6 Payroll Documentation
Employee and taxation forms were given to Board members to fill in and return to Luisa at the February, 2019 meeting.
- 9. Policies
 - 9.1 Policies to be tabled and passed: None
 - 9.2 Policies to be withdrawn: None
- 10. Committees
 - 10.1 Friends of the Library – January minutes attached
 - 10.2 SOLS Regional Meeting - Saturday 04MAY19 @ 10:00- 1:00, Midland Public Library
- 11. Member Announcements
- 12. Correspondence
 - 12.1 Correspondence
 - 12.2 Promotional Materials (circulated via e-mail)
 - 12.2.1 ‘Bradford history group explores community roots’ article dated 18DEC18, written by Miriam King from BradfordToday.ca
 - 12.2.2 ‘Vintage enthusiasts, ‘cultured cavemen’ find treasures at Bradford Farmers Market’ article dated 17DEC18, written by Miriam King from BradfordToday.ca
 - 12.2.3 ‘Super library architects trying to balance civic focus with national prominence’ article dated 09JAN19 written by Jon Willing from Ottawacitizen.com
 - 12.2.4 ‘New Bradford group aims to empower women’ article dated 03JAN19 written by Jenni Dunning from BradfordToday.ca





12.2.5 'Bradford library launches new LGBTQ adult programming' article dated 07JAN19 written by Jenni Dunning from BradfordToday.ca

12.2.6 'Bradford library's LGBTQ youth event draws criticism' article dated 09JAN19 written by Jenni Dunning from BradfordToday.ca

12.2.7 'LETTER: Let's bridge the gap of bigotry, misinformation' article dated 10JAN19 written by Bradford Today staff from BradfordToday.ca

12.2.8 'BWG Transit expansion gets new gas tax funding' article dated 10JAN19 written by Jenni Dunning from BradfordToday.ca

12.2.9 'Barbie collector puts dolls on display in Bradford' article dated 14JAN19 written by Natasha Philpott from BradfordToday.ca

12.3 Patron Comments and Suggestions

12.3.1 Comment form from N. Martell dated 08DEC18 and reply.

12.3.2 Comment form from B. Winter dated 11JAN19 and reply.

13. Next Meeting

MOTION

Moved by Natalie Petra, seconded by Ericka Brosseau

"That the Bradford West Gwillimbury Public Library Board meeting be held on Monday February 25, 2019."

CARRIED

14. Upcoming Events

14.1 February 3, 2019 Jack de Keyzer, Barrie Jazz Festival @ Bradford WG Public Library Atrium 2:00pm - 5:00pm

14.2 February 8 -10, 2019, Friends of the Library Book sale @ Bradford WG Public Library

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

15. Adjournment

MOTION

Moved by Natalie Petra, seconded by Councillor Contois

"That this regular meeting of the Bradford West Gwillimbury Public Library Board adjourn at 8:52 pm."

CARRIED

Jennifer Harrison, Chair

Luisa Pinto, Secretary

