



BWG Public Library Board – Regular Meeting Minutes

Meeting date	Monday, February 13, 2023@ 7:00 pm
Location	Zima Room
Meeting #	2023-02 February
Members	CHAIR: Licinio Miguelo VICE CHAIR: Cheraldean Duhaney OLS TRUSTEE: Jen Turner FOL Liaison: Dillon McDowell Ferguson Mobbs Diana Sheeler Joe Giordano
	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 Call to Order

The Presiding Chair calls the meeting to order at: 7:00 pm.

2 Confirmation and Adoption of Agenda

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive and adopt the Monday, February 13, 2023, agenda, as amended”

Board Member D. McDowell requested addition to the Agenda: FOL update be added to New Business 10.1 and shift other Business in accordance with this change

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

3 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)(G) a matter in respect of which a board or committee of a board may hold a closed meeting under another Act at 7:01pm.”





Moved by: Diana Sheeler
Result: Carried

Seconded by: Joseph Giordano

- 3.1 Closed Minutes of January 16, 2023
- 3.2 Board Education/Training

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)(G) a matter in respect of which a board or committee of a board may hold a closed meeting under another Act at 9:10pm.”

Moved by: J. Giordano

Seconded by: F. Mobbs

Result: Carried.

- 4 **Special Guest Speakers** – none.
- 5 **Declaration of Conflict of Interest**–
- 6 **Confirmation of Consent Agenda**

- 6.1 Regular Meeting Minutes of Monday, January 16th, 2022
- 6.2 CEO Report
- 6.3 Community Engagement Report
- 6.4 Corporate Services Report
- 6.5 Cultural Services Report
- 6.6 ~~Public Services Report~~

MOTION:

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

Moved by: J. Turner

Seconded by: D. Sheeler

Result: Carried.

7 Financial Report

- 7.1 Monthly Financial Report

MOTION:

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





Staff provided the Board with an update on the Financial Report of the Board and noted that the budget will be firmed up when budget has been approved by the board and council

Moved by: F. Mobbs

Seconded by: C. Duhaney

Result: Carried.

8 Correspondence—None

9 Board Training— None

10 New Business

10.1 Friends of the Library Update – D. McDowell

Board member D. McDowell provided an update from the Friends of the Library Meeting. An outline of a proposed request from the CEO to the Friends for funding support on an internal project was mentioned, along with the proposed next steps outlined in an agreement between the CEO and the Friends of the Library.

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive the verbal report of the Friends of the Library meeting update”

Moved by: C. Duhaney

Seconded by: J. Turner

Result: Carried.

10.2 2023-02-01 Board ByLaw-05 Code of Conduct Report

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive the Board ByLaw-05 Code of Conduct Report for information.”

Moved by: D.

Seconded by: J. Giordano

Result: Carried.

10.3 2023-02-02 Budget Report - Update

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive the 2023-02-02 Budget Report—Update for information.”





Staff provided the Board an update on the Library Budget. Staff spoke to the report, outlining changes and process for the Library Draft Budget. Staff provided insights into specific GL lines and fielded Board member questions.

Moved by: F. Mobbs

Seconded by: J. Giordano

Result: Carried.

10.4 2023-02-03 Capital Budget Change Request

MOTION:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2023-02-03 Capital Budget Change Request for information; and, THAT The Bradford West Gwillimbury Public Library Board approve and direct the CEO to present the revised Capital Projects list at the 2023 Budget Deliberations, which will include the replacement of the Automatic Material Handling Unit in 2023.”

Staff provided the Board with an update on the Capital Budget, and outlined requested changes due to unforeseen circumstances. Staff outlined the new 10 year capital projects with justification. Staff fielded questions from the Board of Directors.

Moved by: D. Sheeler

Seconded by: F. Mobbs

Result: Carried.

10.5 2023-02-04 Return on Investment

MOTION:

“THAT the Bradford West Gwillimbury Public Library Board receive the report 2023-02-04 Return on Investment for information.”

Staff provided the Board with an update on the Return on Investment. Staff outlined how the ROI was calculated, including highlighting some detailed number breakdown. Staff fielded questions from the Board revolving around advocacy.

Moved by: D. McDowell

Seconded by: J. Giordano

Result: Carried.

11 Board Committees—No Updates

12 Next Meeting—Monday, March 20, 2023 @ 7pm.

13 Adjournment

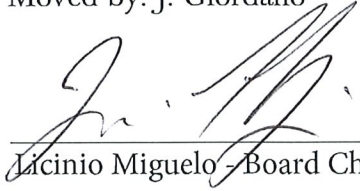
MOTION:





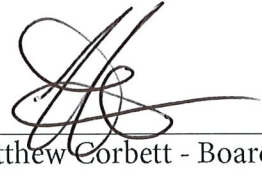
“THAT this regular meeting of the Bradford West Gwillimbury Public Library Board adjourns at 9:39 pm.”

Moved by: J. Giordano



Licinio Miguelo - Board Chair

Seconded by: F. Mobbs



Matthew Corbett - Board Secretary

Result: Carried.

