



**BWG Public Library Board – Regular Meeting Minutes**

<b>Meeting date</b>	Monday, June 19, 2023@ 7:00 pm
<b>Location</b>	Zima Room
<b>Meeting #</b>	2023-06
<b>Members</b>	<b>CHAIR:</b> Licinio Miguelo <b>VICE CHAIR:</b> Cheraldean Duhaney <b>OLS TRUSTEE:</b> Jen Turner <b>FOL Liaison:</b> Dillon McDowell 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
<b>Regrets/Absent</b>	Diana Sheeler

**1 Call to Order**

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

Board Chair reads land acknowledgement.

**2 Confirmation and Adoption of Agenda**

**MOTION:**

“THAT the Bradford West Gwillimbury Public Library Board receive and adopt the Monday, June 19, 2023 agenda, as amended.”

Moved by: F. Mobbs      Seconded by: D. McDowell      Result: Carried

**3 Declaration of Conflict of Interest–**

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

Staff welcomed guests to the Board Meeting. The Consultants provided a presentation detailing plans on the Library Master plan project, and fielded questions from the Board of Directors related to the plan.

Presentation ended at 8:13pm.





## **5 Confirmation of Consent Agenda**

- 5.1 Regular Meeting Minutes of Monday, May 15<sup>th</sup>, 2023
- 5.2 CEO Report
- 5.3 Community Engagement Report
- 5.4 Corporate Services Report
- 5.5 Cultural Services Report
- 5.6 Public Services Report

### **MOTION:**

“THAT the Bradford West Gwillimbury Public Library Board receive the Consent Agenda 5.1 to 5.6 inclusive.”

Staff fielded questions for reports 5.2 CEO Report and 5.3 Community Engagement Report.

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

## **6 Financial Report**

- 6.1 Monthly Financial Report

### **MOTION:**

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

Staff fielded questions on the financial report specific to Contracted Services.

A request for Staff report on Social Media traffic comparisons was requested to provide a stronger picture of the same month’s traffic in previous year.

Moved by: C. Duhaney      Seconded by: D. McDowell      Result: Carried

## **7 Correspondence—None**

## **8 Board Training— None**

## **9 New Business**





### 9.1 2023-06-01 Equity Audit Update

**MOTION:**

“THAT The Bradford West Gwillimbury Public Library Board receive report 2023-06-01 Equity Audit Update for information.”

Staff presented a progress report of the Equity Audit and fielded questions from the Board of Directors related to the audit.

Presentation ended at 8:43pm.

Moved by: C. Duhaney      Seconded by: D.McDowell      Result: Carried

### 9.2 2023-06-02 CVIPT 2023 Report

**MOTION:**

“THAT The Bradford West Gwillimbury Public Library Board receive the 2023-06-02 CVITP 2023 Report for information.”

Staff presented a high-level overview of the CVIPT 2023 Report.

Staff fielded questions specific to promotion of the program and how the COVID-19 pandemic changed the number of returns filed in previous years.

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

### 9.3 2023-06-03 Accreditation Update

**MOTION:**

“THAT The Bradford West Gwillimbury Public Library Board receive the 2023-06-03 Accreditation Update for information.”

Staff briefly touched on the accreditation process and why it is important.

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





**9.4 2023-06-03 Friends of the Library Update—D. McDowell**

**MOTION:**

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2023-05-03 Friends of the Library Update for information.”

Board member D.McDowell provided an update from the previous Friends of the Library meeting.


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

- 10 Policy Review and Approvals—None
- 11 Board Committees—No Updates
- 12 Closed Session—None
- 13 Next Meeting—Monday, September 18, 2023 @ 7pm.
- 14 Upcoming Events/Reminders—August 15/16
- 15 Adjournment

**MOTION:**

“THAT this regular meeting of the Bradford West Gwillimbury Public Library Board adjourns at 9:22pm.”

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

  
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Licinio Miguelo, Board Chair

  
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Matthew Corbett, Board Secretary

