



BWG Public Library Board – Regular Meeting Minutes

Meeting date	Monday, January 17, 2022@ 7:00 pm
Location	Virtual Zoom meeting
Meeting #	2022-01-January
Members	CHAIR: Jennifer Harrison VICE CHAIR: Councillor Scott SOLS TRUSTEE: Ericka Brosseau FOL Liaison: Noora Akhavan Elve Sepa Councillor Contois Councillor Sandhu
	Matthew Corbett, CEO Samantha Foster, Recording Secretary Nina Cunniff, Deputy CEO Andrea Ciurria, Borrower & Technical Services Manager Elizabeth Campbell, Information Services Librarian
Regrets Absent	Natalie Petra

1 Call to Order

The Presiding Chair calls the meeting to order at 7:06 pm.

2 Confirmation and Adoption of Agenda

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive and adopt the amended Monday, January 17, 2022, agenda.”

Moved by: Councillor Contois Seconded by: Noora Akhavan Result: Carried

3 Special Guest Speakers – None

4 Declaration of Conflict of Interest– None

5 Confirmation of Consent Agenda

5.1 Regular Meeting Minutes of Monday, November 15, 2021

Elve outlined two typographic errors within the package; Councillor Scott drew attention to 9.6 “2021-11-06 Inclusivity Sidewalk.” Adjustments to terminology “crosswalk” instead of “sidewalk” should be used, and that the minutes should reflect the two Inclusivity Crosswalks are being installed in Downtown Bradford, the





Inclusivity Crosswalk by the Library is a proposed idea in addition to Downtown, but not approved by Council.

5.2 Management Report

5.3 Technical Services Symposium

5.4 Circulation/Information Services Statistics

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive and approve the Consent Agenda items 5.1-5.3 inclusive as amended.”

Moved by: Councillor Scott Seconded by: Councillor Contois Result: Carried

6 Financial Report

Motion:

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

AND THAT the Bradford West Gwillimbury Public Library Board formally adopts the 2022 Library budget.”

Moved by: Councillor Contois Seconded by: Ericka Brosseau Result: Carried

“THAT the Bradford West Gwillimbury Public Library Board direct the 2021 surplus to library reserves.”

Moved by: Noora Akhavan Seconded by: Elve Sepa Result: Carried

7 Correspondence—None

8 Board Training— None

9 New Business

9.1 2022-01-01 Operational Report

Library staff presented the report which outlines the current Browse & Go model as it reflects regulations from the Provincial Government. Staff are targeting a reversion of the Browse and Go model as soon as the regulations allow it.

Motion:





“THAT the Bradford West Gwillimbury Public Library Board receive the 2022-01-01 Operational Report for information”

Moved by: Noora Akhavan Seconded by: Councillor Contois Result: Carried

9.2 2022-01-02 Library Board meetings, 2022

Staff presented two potential Library Board Meeting Schedules for 2022. Staff outlined the positive outcomes of both options and noted the difference between them as they relate to the 2022 Municipal Election. Staff fielded questions posed by the Board.

Discussion between the Board included consideration for the yearly Association of Municipalities of Ontario Conference, 2022 October Meeting being close to election date, quorum, and the impact of lame duck on the Board.

Councillor Sandhu left at 7:35pm.

Councillor Scott tabled the motion:

THAT the Bradford West Gwillimbury Public Library Board implement Option 2 with the addition of no August Board meeting as the annual Board meeting schedule for 2022.

Moved by: Councillor Scott Seconded by: Elve Sepa Result: Defeated.

Further discussion ensued around Option 1.

Motion:

“THAT the Bradford West Gwillimbury Public Library Board approve Option 1 with possibility of reassessing the scheduled October Library Board meeting.”

Moved by: Noora Akhavan Seconded by: Councillor Contois Result: Carried.

9.3 2021-11-03 Solar Flower/EV Stations Report

Staff presented a preliminary report outlining an update and request for direction on the Solar Flower & EV Stations. Staff fielded questions but suggested a comprehensive report outlining the costs & benefits, logistics, technical details, and implementation timelines could be presented at the March Board meeting, providing staff could acquire the information in time.





Councillor Sandhu returned at 7:50pm.

Motion:

“THAT the Bradford West Gwillimbury Public Library Board receive the 2022-01-03 Solar Flower/EV Stations Report for information

AND THAT the Board directs library staff to move forward with the next steps detailed in the report.”

Moved by: Councillor Scott Seconded by: Councillor Sandhu Result: Carried.

9.4 2022-01-04 Library Hours of Operation Report

The CEO introduced the 2022-01-04 Library Operating Hours Report, and brought in the Management Team: Nina Cunniff, Deputy CEO; Elizabeth Campbell, Information Services Librarian; and Andera Ciurria, Borrower and Technical Services Manager. They gave a brief presentation outlining the content in the report and their associated options. A discussion period then followed, and questions were fielded by the CEO.

The Board thanked staff for the work that went into their report and presentation. Concerns with the report revolved around the lack of Sunday hours, a crucial day for a commuter community. Board members emphasized a need to be open later on Friday, Saturday, and Sunday, as these were the most important days for the community and should be prioritized when creating the library hours.

The Board directed the CEO to develop a third option to be brought forward to the Board at the February meeting that encompasses the priorities outlined by the Board.

Motion:

“THAT The Bradford West Gwillimbury Public Library Board defer the report 2022-01-04 Library Operating Hours Report to the February 28, 2022, board meeting.”

Moved by: Councillor Contois Seconded by: Councillor Sandhu Result: Carried

10 Policy Committee—No meeting

11 Next Meeting—Monday, February 28th, 2022 @ 7:00pm.

12 Adjournment

Motion:





“THAT this regular meeting of the Bradford West Gwillimbury Public Library Board adjourns at 8:40 pm.”

Moved by: Councillor Scott Seconded by: Councillor Contois Result: Carried

Jennifer Harrison-Board Chair

Matthew Corbett-Recording Secretary



