



BWG Public Library Board – Regular Meeting Agenda

Meeting date	Monday, June 20, 2022@ 7:00 pm
Location	Virtual Zoom meeting
Meeting #	2022-05-May
Members	CHAIR: Jennifer Harrison VICE CHAIR: Councillor Scott SOLS TRUSTEE: Ericka Brosseau FOL Liaison: Noora Akhavan Natalie Petra 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	

1 Call to Order

The Presiding Chair calls the meeting to order at

2 Confirmation and Adoption of Agenda

Recommendation:

“THAT the Bradford West Gwillimbury Public Library Board receive and adopt the Monday, May 16, 2022, agenda.”

Moved by:

Seconded by:

Result:

3 Closed Session

Recommendation:

“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)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the board.”

Moved by:

Seconded by:

Result:

3.1 Legal Update



Recommendation:

“THAT the Bradford West Gwillimbury Public Library Board move out of a session that is closed to the public at ___pm.”

Moved by:

Seconded by:

Result:

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

- 6.1 Regular Meeting Minutes of Monday, April 25th, 2022
- 6.2 Management Report
- 6.3 Information/Borrower Services Report
- 6.4 Friends of the Library Minutes

7 **Financial Report**

- 7.1 Monthly Financial Report

Recommendation:

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

Moved by:

Seconded by:

Result:

- 8 **Correspondence—Office of the Warden and CAO, Simcoe County, Letter to Boards RE Establishment of ILS**
- 9 **Board Training— None**
- 10 **New Business**

- 10.1 2022-06-01 Insurance Report

Recommendation:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2022-05-01 Insurance Report for information;
AND THAT The Bradford West Gwillimbury Public Library adopt the fee structure outlined in report 2022-05-01 Insurance Report.”

Moved by:

Seconded by:

Result:

- 10.2 2022-06-02 Annual Survey Report

Recommendation:





“THAT The Bradford West Gwillimbury Public Library Board receive the report 2022-05-02 Annual Survey Report for information.”

Moved by: _____ Seconded by: _____ Result: _____

10.3 2022-06-03 Simcoe County Review

Recommendation:

“THAT The Bradford West Gwillimbury Public Library Board receive the report 2022-06-03 County Review Report for information;
THAT The Bradford West Gwillimbury Public Library provide a response to the Warden and CAOs office of their interest in participating in accessing eResources provided that it is free and independent from the SirsiDynix Platform;
THAT The Bradford West Gwillimbury Public Library Board requests confirmation in writing that there will be no decrease to services as it pertains to the eResources.
THAT The Bradford West Gwillimbury Public Library Board informs County Administration the Library is not interested and will not be participate in the One Card system outlined in the Correspondence “Establishment of Information Library Service (ILS)” dated June 2, 2022;
AND THAT The Bradford West Gwillimbury Public Library Board requests an official Service-Level Agreement be implemented, signed by the Library Board representatives and the County Administration Representatives outlining the agreed upon terms of service.”

Moved by: _____ Seconded by: _____ Result: _____

10.4 2022-06-04 CEO Personnel Committee

Recommendation:

““THAT the Bradford West Gwillimbury Public Library Board appoint _____ and _____ to the CEO Personnel Committee and conduct the annual performance appraisal;
AND THAT the Bradford West Gwillimbury Public Library Board authorize the Personnel Committee to submit the appropriate documents to the Human Resources Department along with the results of the appraisal.”

Moved by: _____ Seconded by: _____ Result: _____

10.5 2022-06-05 Legacy Document

Recommendation:

“THAT The Bradford West Gwillimbury Public Library Board receive and endorse the report 2022-06-06 Legacy Document for information;



AND THAT the Bradford West Gwillimbury Public Library Board direct Staff to include the Legacy Document in the Board transition documents for the succeeding Library Board.”

Moved by:

Seconded by:

Result:

11 Policy Committee

11.1 Membership and Borrowing Policy

Recommendation:

“THAT The Bradford West Gwillimbury Public Library Board officially receive and approve the Membership and Borrowing Policy;
AND THAT The Bradford West Gwillimbury Public Library Board rescind Circ-01 Circulation and Circ-02 Reciprocal Borrowing.”

Moved by:

Seconded by:

Result:

11.2 Right to Disconnect Policy

Recommendation:

“THAT The Bradford West Gwillimbury Public Library Board officially receive and approve the Right to Disconnect Policy”.

Moved by:

Seconded by:

Result:

12 Next Meeting—Monday, September 19th, 2022 @ 7:00pm.

13 Adjournment

Recommendation:

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

Moved by:

Seconded by:

Result:

