



**BWG Public Library Board
 Board Meeting Minutes**

Meeting date	Monday December 14, 2020 @ 7:00 pm
Location	Virtual meeting via Zoom
Meeting #	2020-13-December
Members	CHAIR: Jennifer Harrison SOLS TRUSTEE: Ericka Brosseau FOL Liaison: Noora Akhavan VICE CHAIR: Jonathan Scott Natalie Petra Councillor Contois Elve Sepa Councillor Sandhu
	Matthew Corbett, CEO Luisa Pinto, Recording Secretary Nina Cunniff, Deputy CEO Elizabeth Campbell, Information Services Librarian Andrea Ciurria, Borrower & Technical Services Manager
Regrets/Absent	

1. **Call to Order**
 The Presiding Chair calls the meeting to order at 7:10pm
2. **Confirmation and Adoption of Agenda**
MOTION:
 "THAT the Bradford West Gwillimbury Public Library Board receive and adopt the Monday November 16, 2020 agenda as amended."
MOVED: Councillor Contois **SECONDED:** Councillor Sandhu **CARRIED**
3. **Special Guest Speaker** none
4. **Declaration of Conflict of Interest** - none
5. **Confirmation of Consent Agenda**
 - 5.1 **Minutes of Monday, 16NOV20 Meeting**
 - 5.2 **Management Report**
 - 5.3 **Circulation 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: Councillor Sandhu **SECONDED:** Councillor Contois **CARRIED**
6. **Financial Report**
MOTION:
 "THAT the Bradford West Gwillimbury Public Library Board receive the financial report for information."
MOVED: Councillor Contois **SECONDED:** Natalie Petra **CARRIED**
7. **New Business**
 - 7.1 **Business Continuity Plan**
 The Board discussed the Business Continuity Plan at length. Many changes will be made and will be brought back to the January, 2021 meeting for review and approval.
 - 7.2 **Creative Centre Capital Project Deferral**
MOTION:
 THAT the Bradford West Gwillimbury Public Library Board receive this report, and authorize the deferral of \$13,000 from the 2020 Capital Project Creative Centre to 2021:





AND

THAT the Bradford West Gwillimbury Public Library Board direct Staff to purchase the remaining equipment in 2021.”

MOVED: Councillor Contois

SECONDED: Councillor Sandhu

CARRIED

7.3 Building Systems Expense Report

MOTION:

THAT the Bradford West Gwillimbury Public Library board receive the Staff report 2020-12-03 Building Systems Expenses as information, and authorize the Chief Executive Officer to move forward with upgrades.”

MOVED: Councillor Contois

SECONDED: Noora Akhavan

CARRIED

8. **Policies** – none at this time
9. **Business Arising from Minutes** – none at this time
10. **Next Meeting** — Monday 18JAN21 @ 7:00pm
11. **Promotional Materials**
 - 11.1 **Promotional Materials**
 - 11.1.1 ‘Cozy knits and simple needle crafting with the BWG Library’ article dated 1 07NOV20 written by BradfordToday Staff for BradfordToday.ca
 - 11.1.2 ‘Tutorials on Zoom, cooking and more from the Library’ article dated 14NOV20 written by Town of BWG Info for BradfordToday.ca
 - 11.1.3 ‘Send Santa a letter, with the help of the BWG Library’ article dated 19NOV20 written by Town of BWG Info for BradfordToday.ca
 - 11.1.4 ‘Curl up with a hot drink and discover poetry with the BWG Library’ article dated 21NOV20 written by BradfordToday Staff for BradfordToday.ca
 - 11.1.5 ‘2SLGBTQ+ Youth Program is now virtual’ article dated 21NOV20 written by Town of BWG Info for BradfordToday.ca
 - 11.1.6 ‘Dimock’s Garage a family owned Bradford business in the 1930s’ article dated 21NOV20 written by BradfordToday Staff for BradfordToday.ca
 - 11.1.7 ‘Meet Libby, the Library’s user-friendly reading app’ article dated 22NOV20 written by Town of BWG info for BradfordToday.ca
 - 11.1.8 ‘Slow internet? The BWG Library can help!’ article dated 24NOV20 written by Town of BWG info for BradfordToday.ca
 - 11.1.9 ‘Virtual Cosplay Creators workshop, free from the BWG Library’ article dated 26NOV20 written by Town of BWG info for BradfordToday.ca
 - 11.1.10 ‘Access thousands of online newspapers and magazines for free’ article dated 30NOV20 written by Town of BWG info for BradfordToday.ca
 - 11.1.11 ‘Explore Earth-friendly crafts with the BWG Library’ article dated 28NOV20 written by BradfordToday Staff of BradfordToday.ca





11.1.12 'Holy Quran display set up at BWG Library until end of December' article dated 06DEC20 written by BradfordToday Staff of BradfordToday.ca

11.1.13 'Make exceptional desserts with the BWG Library' article dated 05DEC20 written by BradfordToday Staff of BradfordToday.ca

12. **Adjournment**

Recommendation:

"THAT this regular meeting of the Bradford West Gwillimbury Public Library Board adjourn at 8:22 pm."

MOVED: Natalie Petra

SECONDED: Councillor Contois

CARRIED

Jennifer Harrison, Board Chair

Luisa Pinto, Recording Secretary

