



**BWG Public Library Board,
 Board Meeting Minutes**

Meeting date	Monday January 20, 2020 @ 7:00 pm
Location	Board Room @ BWG Public Library
Meeting #	2020-01-January
Members	CHAIR: Jennifer Harrison VICE CHAIR: Jonathan Scott Councillor Sandhu FOL Liaison: Noora Akhavan Elve Sepa Councillor Contois SOLS TRUSTEE: Ericka Brosseau Natalie Petra
	Matthew Corbett, CEO Luisa Pinto, Recording Secretary Nina Cunniff, Deputy CEO Elizabeth Campbell, Information Services Librarian
Regrets/Absent	Andrea Ciurria, Borrower & Technical Services Manager

1. **Call to Order**
 The Presiding Chair called the meeting to order at 7:00pm

2. **Confirmation and Adoption of Agenda**
MOTION
 Moved by Councillor Sandhu, seconded by Councillor Contois
 "That the Bradford West Gwillimbury Public Library Board receive and adopt the agenda of Monday January 20, 2020 as printed."
CARRIED

3. **Declaration of Conflict of Interest: None**

4. **Special Presentations: None**

5. **Adoption of Minutes**
MOTION
 Moved by Ericka Brosseau, seconded by Elve Sepa
 "That the Bradford West Gwillimbury Public Library Board receive and adopt the minutes of the Monday December 16, 2019 meeting as amended."
CARRIED

6. **Financial Reports**
6.1 Library Operating Budget, 2019, 2020
 Matthew introduced a new budget format to the Board.

7. **Business Arising from Minutes:**
7.1 Board Evaluation update and discussion
 We are awaiting one more reply from a Board member. Once this is received, information will be evaluated and a report will be brought to the Board at the March meeting.





8. New Business

8.1 2020-01-1 Management Report

MOTION

Moved by Noora Akhavan, seconded by Natalie Petra

“That the Bradford West Gwillimbury Public Library Board receive and approve the Management Report as printed.”

CARRIED

8.2 2020-01-2 Monthly Statistics and Circulation Statistics

8.3 2020-01-3 CEO Entry Work Plan

8.4 2020-01-4 Strategic Plan Update

MOTION

Moved by Natalie Petra, seconded by Councillor Sandhu

“THAT the Bradford West Gwillimbury Public Library Board receive this report as information, and direct Staff to implement the proposed timeline for Strategic Plan completion; and

THAT the Bradford West Gwillimbury Public Library Board endorse the Core Values as presented, to be included in the 2020-2024 Strategic Plan.

CARRIED

8.5 2020-01-5 Library Annual Training

Moved by Natalie Petra, seconded by Jonathan Scott

“THAT the Bradford West Gwillimbury Public Library Board receive this report as information; and

THAT the Bradford West Gwillimbury Public Library Board approve the annual day closure starting with May 8th, 2020, and direct Staff provide formal requests in subsequent years for annual closure date approval.

CARRIED

9. Policies

9.1 Policies to be tabled and passed:

9.1.1 Property policy, PROP-01, Rules of Conduct

MOTION

Moved by Councillor Contois, seconded by Councillor Sandhu

“That the Bradford West Gwillimbury Public Library Board receive and approve the Property policy, PROP-01, Rules of Conduct as amended.”

9.2 Policies to be withdrawn: None at this time

10. Committees

10.1 Friends of the Library – January meeting minutes

11. Member Announcements

12. Correspondence, Promotional Materials and Patron Comments/Suggestions





12.1 Correspondence

12.1.1 Thank you from Bonnie Rush, Borrower Services Assistant

12.1.2 Thank you from Terri Watman

12.2 Promotional Materials

12.2.1 'BWG Library Picks of the Week' article dated 14DEC19 written by BradfordToday Staff of BradfordToday.ca

12.2.2 'A long history of Volunteering' article dated 15DEC19 written by Miriam King of BradfordToday.ca

12.2.3 'Festivals of Lights from around the world find a home in Bradford' article dated 18DEC19 written by Miriam King of BradfordToday.ca

12.2.4 'Jewish Bradford invites the community to come celebrate Chanukah' article dated 19DEC19 written by BradfordToday Staff of BradfordToday.ca

12.2.5 'BWG Public Library welcomes new CEO Matthew Corbett' article dated 20DEC19 written by Miriam King of BradfordToday.ca

12.2.6 'Bradford Farmers' Market: Holiday Shopping Guide' article dated 20DEC19 written by Dave Kramer of BradfordToday.ca

12.2.7 'BWG Library Picks of the Week' article dated 21DEC19 written by BradfordToday Staff of BradfordToday.ca

12.2.8 'Marking the first night of Chanukah in Bradford....Lighting the Menorah!' article dated 23DEC19 written by Miriam King of BradfordToday.ca

12.2.9 'Opinion: Political columnist Jonathan Scott gives his hot or not list of 2019' article dated 23DEC19 written by Jonathan Scott of BradfordToday.ca

12.2.10 'That's a wrap! Another season down for the Bradford Farmers' Market' article dated 27DEC19 written by Natasha Philpott of BradfordToday.ca

12.2.11 'BradfordToday's Best Photos of 2019' article dated 31DEC19 written by BradfordToday Staff of BradfordToday.ca

12.2.12 'BWG Library Picks of the Week' article dated 04JAN20 written by BradfordToday Staff of BradfordToday.ca

12.2.11 'What's happening this week' article dated 04JAN20 written by BradfordToday Staff of BradfordToday.ca

12.2.13 'Why it's time to quantify the Library's role in the reading marketplace' article dated 13DEC19 written by Guy LeCharles Gonzalez of Publishers Weekly

12.2.14 'Smorgasbord of talent wows audience at first Open Mic Night of the year' article dated 04JAN20 written by Natasha Philpott of BradfordToday.ca





12.2.15 'BWG Library Picks of the Week' article dated 28DEC19 written by BradfordToday Staff of BradfordToday.ca

12.2.16 'Bradford WORKS hosting Mega Job Fair this month' article dated 09JAN20 written by BradfordToday Staff of BradfordToday.ca

12.2.17 'Marking a first anniversary of empowerment, education with the Bradford Women's+ Group' article dated 10JAN20 written by BradfordToday Staff of BradfordToday.ca

12.2.18 'What's happening this week' article dated 12JAN20 written by BradfordToday Staff of BradfordToday.ca

12.2.19 'Bradford Library looks to support local book clubs' article dated 11JAN20 written by Natasha Philpott of BradfordToday.ca

12.2.20 'BWG Library picks of the week' article dated 11JAN20 written by BradfordToday Staff of BradfordToday.ca

12.3 Patron Comments and Suggestions - none at this time

13. Next Meeting

MOTION

Moved by Natalie Petra, seconded by Ericka Brosseau

"That the Bradford West Gwillimbury Public Library Board meeting be held on Monday February 24, 2020."

14. Upcoming Events

14.1 2020 OLA SuperConference, January 29 – February 1, 2020

14.2 Jazz Festival in the Library Atrium, Sunday 02FEB20 @ 2:00pm

14.3 Friends of the Library Book Sale, Friday – Sunday February 21-23, 2020


15. Adjournment

MOTION

Moved by Councillor Contois, seconded by Noora Akhavan

"That this regular meeting of the Bradford West Gwillimbury Public Library Board adjourn at 8:03 pm."



Jennifer Harrison, Chair

Luisa Pinto, Secretary