

# Minutes Brampton Library Board

# Tuesday, February 22, 2022 Meeting: 6:00pm – 8:00pm Zoom Call

BOARD: M. Ben - Chair J. Massey-Singh D. Ajasa G. Nnolim C. Williams (dep 6:53pm) R. Tailor - Vice Chair G. Singh (arr 6:20pm) H. Singh C. Hough M. Allin

REGRETS: H. Singh

#### STAFF: T. Kyle, Chief Executive Officer

- S. Bartoletta, Director, Branch & Neighbourhood Services
- J. Baty, Director, Innovation & Technology
- J. Simone, Director, Business Management & Operations
- S. Uttangi, Director, Community Engagement & Partnerships
- M. Kwok, Executive Assistant to CEO
- Listeners: 7

#### 6:04pm

1. Call to Order & Land Acknowledgement

We would like to acknowledge that we are gathering here today on the Treaty Territory of the Mississaugas of the Credit First Nation, and before them, the traditional territory of the Haudenosaunee, Huron and Wendat. We also acknowledge the many First Nations, Metis, Inuit and other global Indigenous people that now call Brampton their home. We are honoured to live, work and enjoy this land.

## 2. Approval of Agenda

Motion to adopt agenda moved by C. Hough Seconded by M. Allin CARRIED

- 3. Declarations of conflict of interest : None
- 4. Adoption of Minutes: January 25, 2022

Motion to adopt minutes moved by R. Tailor

Seconded by J. Massey-Singh CARRIED

6:10pm

- 5. Business Arising from Minutes
  - a) Policy Compliance Report (15 mins)
  - T. Kyle provided an overview of the report and expected next steps
  - Proposed changes to policies will assist in mitigating potential risks
  - Received

Motion to receive report moved by J. Massey-Singh Seconded by M. Allin CARRIED

b) Information Security Update - March meeting

#### 6:20pm

6. Consent Agenda

(no time allocated; reports/updates for information only; must be moved to active Agenda for discussion in Agenda Item #2)

a) Report of the Chief Executive Officer

#### 6:25pm

- 7. New Business
  - a) Draft 2022 Strategic Workplan and Key Performance Measures (10 mins)
  - T. Kyle provided an overview of the workplan including the targeted KPI's
  - Reports will be provided on a quarterly basis

Motion to receive report moved by C. Hough Seconded by J. Massey-Singh CARRIED

- b) Draft 2021 Q4 Financial Operating Results (10 mins)
- J. Simone provided an overview of the report

Motion to receive report moved by M. Allin Seconded by D. Ajasa CARRIED

- c) Policy Review (30 mins)
- Updated Policy Review Schedule
- Received

- d) Policy Review Overview: BRD 04 & BRD 30
- T. Kyle provided a summary of the document
- Received
  - i) BRD 04 Procedural By-Laws of the Library Board
- Amend the qualifications to say that board members must be a Canadian resident or a permanent resident of Canada
- Board members agreed to schedule 10 meetings per year and convene a minimum of 7 meetings but
- Motion to receive and adopt this policy pending amendment to include the update to Canadian citizenship

Motion to receive and adopt BRD-04 policy moved by C. Hough Seconded by J. Massey-Singh CARRIED

- ii) BRD 30 Library Board Code of Conduct
- Board members recommended further clarification regarding escalation of complaints past an ad-hoc committee ie. City Clerk
- Adjust or clarify wording regarding the expression of opinions, perspectives and board decisions shared outside of Board meetings (ie. to the public)
- Board members requested that to make amendments and resubmit this policy as Business Arising at the March meeting
  - iii) BRD 11 Donations and Gifts
- Received

Motion to receive and adopt BRD-11 policy moved by M. Allin Seconded by D. Ajasa CARRIED

- e) OLBA Bootcamp Recap (5 mins)
- R. Tailor provided an overview of the sessions
- M. Kwok will investigate accessibility to the session recordings
- Received

## 7:37pm

- 8. Standing Items
  - a) Pandemic Recovery Update (5 mins)
  - T. Kyle advised that the branches were reopened as of Feb 22 for study and services
  - Capacities remain at 100% while maintaining distancing measures
  - Mount Pleasant Village Branch is reopening on March 1
  - Security measures will be discontinued the end of February with the exception of Four Corners

- Planning to pilot some in person programs following the March 21 initiatives
- Received
- b) Facilities Master Plan final discussion
- The Board agreed that this agenda item will to be removed as a Standing Item
- Updates will be provided on a report basis as the plan as implemented
- c) Strategic Planning Update (5 mins)
- Overlap is working on the plan for public and staff engagement
- Board is requesting more consistent and number of updates to the Steering Committee as the process proceeds
- Updates to the board will remain at the LB meetings
- Received
- d) IDEA (Inclusion, Diversity, Equity & Accessibility) Update (next update March)
- e) 2021 Workplan Update (next update March)
- f) Board Development & Self-Evaluation (5 mins)
- R. Tailor will be introducing the SOLS learning opportunities
- She will distribute a survey to Board members via email
- Move to update status

The board thanked the team for all their work in managing through the pandemic during the past months

#### 7:54pm

9. Information Items

(no time allocated; reports/updates for information only; must be moved to active Agenda for discussion in Agenda Item #2)

a) Marketing & Communications Update - February 2022

7:54pm

Motion to move to Executive Session moved by C. Hough Seconded by G. Singh CARRIED

10. Executive Session

a) Approval of Executive Session Minutes regarding an identifiable individual (5 mins)

7:58pm 11. Adjournment Motion to adjourn meeting moved by M. Allin Seconded by G. Singh CARRIED

Upcoming Events:

The following is a sample of some of the programs scheduled. Please go to the Calendar of Events on the library website for more information and programming.

March 3: Connections: Art + Book Club - One Game at a Time by Harnarayan Singh March 7: Up for Discussion Book Club - Indians on Vacation by Thomas King March 9: Women's Health March 12: Teen Take & Make Kit March 12: Virtual Fix It Clinic March 16: Mulling over Mysterious Eels! March 22: Adulting 101 - How to Start a Side Hustle March 26: Virtual Robot Programming - with Nat's Robotics Academy

#### **Upcoming Meetings:**

(via Zoom Call unless otherwise indicated)

March 22, 2022 April 26, 2022 May 24, 2022 June 28, 2022