



MINUTES

Brampton Library Board

Tuesday, December 11, 2018
6:00pm – 7:00pm - Meeting
7:00pm - 9:00pm - Holiday Dinner
Culinaria Restaurant
5732 Kennedy Road, Mississauga

BOARD: J. Massey-Singh (Chair) K. Hay (Vice-Chair)
P. Waters J. Awde
C. Phung K. Ladak
R. Bunn

REGRETS: D. Whillans M. Palleschi
M. Ben

STAFF: R. Raven, Chief Executive Officer
J. Baty, Director, Innovation & Technology
J. Andrews, Director, Community Engagement & Partnerships
S. Bartoletta, Director, Branch & Neighbourhood Services
M. Kwok, Executive Assistant to CEO

1. Call to Order: 6:10pm

2. Approval of Agenda:

- R. Raven requested that the CEO Report be pulled to discuss:
 - Digital Skills for Youth (DS4Y) Internship Program Grant
 - Request for Proposal (RFP) for library vendors

Approval of the agenda and amendments moved by C. Phung

Seconded by J. Awde

CARRIED

3. Declarations of conflict of interest: None

4. Adoption of Minutes from November 27, 2018

- Received

Motion to adopt minutes moved by K. Ladak

Seconded by R. Bunn

CARRIED

5. Consent Agenda

- a. Report of the Chief Executive Officer
 - Received

6. New Business

a. Board Recruitment - Information Days

- R. Raven will rearrange the dates to have the info tables first then an evening information
 - January 9, 1 - 3pm at Springdale - J. Massey-Singh, R. Raven, K. Ladak
 - January 14, 1 - 3pm at Gore Meadows - J. Massey-Singh, R. Raven
 - January 16, 7 - 8pm at Chinguacousy - K. Hay, J. Massey-Singh, R. Raven
- Board members asked about advertising including social media, website, branch screens, post presentation to website, make the Board area more prevalent for people to see policies, by-laws, etc.
- R. Raven has spoken to the City Clerk's office to coordinate efforts
 - will compile information to dispense to interested parties

b. Agenda Topics - January - June 2019

- J. Massey-Singh would like to see educational pieces added to the agendas once the new Board is in place
- ensure that Board orientation is captured as soon as the Board is selected
- R. Raven has indicated that there will be education components in most meetings in the first year
 - Bus tour of branches
 - Ensure returning members are hands-on for knowledge transfer
 - Discussion regarding Facilities Master Plan and review of the Strategic Plan
- J. Awde encouraged a more casual conversation and simplified orientation in a ½ day session to get to know each other

c. DS4Y grant funding

- R. Raven commended J. Andrews & J. Baty on their hard work in completing the grant application and securing the funding for a graduated student in a field that is under-employed to work 900 hours
- Half of the salary is funded by the Federal Government and managed through OLA

d. Collections RFP

- R. Raven explained that this was an opportunity to ensure that Brampton Library is getting the best value for their dollar



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7. Discussion Items

a. Board Orientation Planning

- Board members agreed that a clear understanding of the difference between governance/strategic (board) and operations (library staff) be included early in the orientation and education process
- The orientation process and methodology will be reviewed prior to new members starting

b. CULC Letter of Support for Vancouver Public Library

- Received

Move to Executive Session: 6:50pm

Motion to move to Executive Session moved by K. Ladak

Seconded by P. Waters

CARRIED

8. Executive Session

a. Approval of minutes

b. Discussion pertaining to an identifiable individual

9. General Discussion

- R. Bunn inquired re: how Board Chair and Vice-Chair elections will be managed in January
- R. Raven advised that the Libraries Act is ambiguous regarding elections
 - flexibility exists to elect once per term or once per year
 - Board members approved the By-laws indicating that elections would be annual
- Board members would prefer that the current Chair stands until the new board starts
 - J. Massey-Singh accepted and will stand as the Chair; current Chair will stand
- Board members recommended that Councillors participate in the information sessions
- Recruitment process and interviews are managed by the Clerk's office
- R. Raven is hoping to be invited to observe the interviews
- Orientation sessions are scheduled with Councillors at their home branches
- R. Raven to follow-up with the City Clerk re: continuity

10. Adjournment: 7:00pm

Motion to adjourn meeting moved by P. Waters

Seconded by K. Hay



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11. Upcoming Meetings:

Meetings are held on the 4th Tuesday of the month at Four Corners Branch in the 2nd Floor Boardroom unless otherwise specified below:

January 22, 2019

February 26, 2019

March 26, 2019

April 23, 2019

May 28, 2019

June 25, 2019