



# Minutes Brampton Library Board

**Tuesday, January 22, 2019**

**7:00pm – 9:00pm**

**Four Corners Branch**

**2<sup>nd</sup> Floor Room**

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BOARD: J. Massey-Singh (Chair) K. Hay (Vice-Chair)  
C. Williams J. Awde  
C. Phung K. Ladak  
R. Bunn M. Ben

REGRETS: P. Waters H. Singh

STAFF: R. Raven, Chief Executive Officer  
J. Andrews, Director, Community Engagement & Partnerships  
S. Bartoletta, Director, Branch & Neighbourhood Services  
J. Simone, Director, Business Management & Operations  
M. Kwok, Executive Assistant to CEO

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## **1. Call to Order: 7:15pm**

## **2. Approval of Agenda:**

- J. Massey-Singh requested that the CEO Report be pulled to discuss:

a. Additional information regarding the Co-working space

Approval of the agenda and amendments moved by M. Ben

Seconded by K. Hay

CARRIED

## **3. Declarations of conflict of interest: None**

## **4. Adoption of Minutes from December 11, 2018**

- Received

Motion to adopt minutes moved by R. Bunn

Seconded by J. Awde

CARRIED

## **5. Consent Agenda**

a. Report of the Chief Executive Officer

- Received

### 6. New Business

- a. Introductions - welcome new Board members, introduction of Senior Team
  - J. Massey-Singh welcomed Councillor Williams as a new Board member
  - Councillor Williams introduced herself and stated that she requested the board trustee position
  - Board members introduced themselves and shared highlights of their achievements and contributions as members
  - Senior Management Team introduced themselves and provided background regarding their positions and divisions
  
- b. 2019 Goals & Workplan
  - Received
  - J. Massey-Singh recommended ensuring new board members have a good understanding of metrics including what is required from board members for each project, event, etc.
  - Councillor Williams asked for clarification regarding sponsorships from the library
  - R. Raven explained that the library is a registered charity which allows us to issue tax receipts for donations
  
- c. 2019 Budget
  - Received
  - J. Massey-Singh recommended further discussions regarding options and preparation for the next budget preparations
  - R. Raven advised that the presented budget was tentatively approved by the City of Brampton
  - Councillor Williams asked for background information regarding the budget submission process to date
  - M. Ben inquired about current partnerships and what other opportunities there were for partnership
    - suggested targeting customers with surveys and draws to increase community engagement
  - He also asked about the process for end of life books
  - R. Raven advised that reusable or resellable books are sent to Better World Books

i. Budget Report

Motion to adopt the budget report moved by M. Ben

Seconded by K. Ladak

CARRIED

ii. 2018 Operating Results Summary

Motion to adopt the operating results summary moved by J. Awde

Seconded by K. Hay

CARRIED

d. Student Assistants Report

- Received

e. Canadian Urban Libraries Council (CULC) eBook Initiative

i. FAQ

ii. Key Messages

iii. Press Release

- A recommendation was made to put an information sheet in the volunteer's blue bags for customers who would like to write to initiate changes

f. Co-working space (pulled from the CEO Report)

- Board members asked if there are further plans to move forward
- R. Raven advised that strategic planning is in progress to grow and encourage partnerships moving forward including the possibility of embedding a librarian into the joint entrepreneurial space with the City of Brampton

## 7. Discussion Items

a. Board Legacy

- J. Massey-Singh will create a document for discussion at the next meeting

## 8. Information Items

a. Toronto Star Article, January 9, 2019 re: *Toronto Public Library should control data collected at Quayside, Board of Trade says*

- received

**Move to Executive Session: 8:45pm**

Motion to move to Executive Session was moved by M. Ben



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Seconded by K. Ladak  
CARRIED

## 9. Executive Session

- a. Discussion pertaining to an identifiable property of the Board
- b. Discussion pertaining to an identifiable individual

## 10. Adjournment: 9:30pm

Motion to adjourn meeting moved by K. Ladak  
Seconded by K. Hay  
CARRIED

## 11. Upcoming Special Events (Events to which Library Board members are invited):

- a. Saturday, February 2, 8:30am - 4:30pm: Ontario Library Association (OLA) SuperConference Board Trustee Bootcamp

## 12. Upcoming Meetings:

Meetings are held on the 4th Tuesday of each month (July and August excepted) from 7:00pm to 9:00pm in the 2<sup>nd</sup> Floor Boardroom at Four Corners Branch unless otherwise specified below:

January 22

February 26

March 26

April 23

May 28

June 25

September 24

October 22

November 26

December - TBD