



# Minutes Brampton Library Board

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**Tuesday, February 25, 2020**

**Meeting: 7:00pm – 9:00pm**

Four Corners Branch

2nd Floor Boardroom

BOARD: J. Massey-Singh (Chair) R. Tailor  
M. Allin C. Hough  
M. Ben C. Williams  
T. Chahal

REGRETS: H. Singh D. Ajasa

STAFF: S. Bartoletta, Interim Chief Executive Officer  
J. Baty, Director Innovation & Technology; Acting Director Branch & Neighbourhood Services  
J. Simone, Director, Business Management & Operations  
G. De Prisco, Director, Human Resources & Organizational Development  
S. Uttangi, Director, Community Engagement & Partnerships  
M. Kwok, Executive Assistant to CEO  
J. Dickenson, Manager, Marketing & Communications  
L. Lalonde, President CUPE 1776, Circulation Supervisor, Chinguacousy Branch  
M. Aiello, Vice President CUPE 1776, Circulation Supervisor, Springdale Branch  
C. Vincent, CUPE 1776 Member at Large, Information Technician  
Suzie Hoang, CUPE 1776 Member at Large, Customer Service Agent

Guests: D. Howes, Consultant, WMC

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7:10pm

1. Call to Order

2. Approval of Agenda

Approval of Agenda moved by M. Allin

Seconded by C. Hough

CARRIED

3. Declarations of conflict of interest : None

7:10pm

4. Elections: Establishment of Nomination Committee

## Nomination Committee Guidelines

### Elections Summary Worksheet

J. Massey-Singh relinquished the position of Chair to Interim CEO S. Bartoletta to facilitate the Library Board elections

#### a) Chair

The Nomination Committee advised that J. Massey-Singh has been nominated for the position of Chair Acting Chair S. Bartoletta called for further nominations from the floor three times Seeing no further nominations, J. Massey-Singh was acclaimed as Chair for 2020  
CARRIED

#### b) Vice-Chair

The Nomination Committee advised that M. Ben has been nominated for the position of Vice-Chair Acting Chair S. Bartoletta called for further nominations from the floor three times Seeing no further nominations, M. Ben was acclaimed as Vice-Chair for 2020  
CARRIED

J. Massey-Singh resumed the position of Chair for the remainder of the meeting

7:15pm

Motion to move to Executive Session moved by C. Hough  
Seconded by M. Allin  
CARRIED

#### 5. Executive Session (Part 1)

Personal matters regarding an identifiable individual

7:30pm

6. Adoption of Minutes: January 21, 2020  
Motion to adopt Minutes moved by C. Hough  
Seconded by M. Allin  
CARRIED

7:35pm

#### 7. 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

Received

7:35pm

#### 8. New Business

##### a) Budget 2020 Presentation & Update

S. Bartoletta and J. Simone provided an update of the February 19 presentation to Council  
J. Massey-Singh reiterated that it is within the Board's purview to help secure funds  
Councillor Williams agreed and recommended that the team put together formal requests for upcoming budgets  
She advised that recommendations were put through Council and supported by Councillors Williams and Singh  
Motion to receive budget update moved by C. Hough  
Seconded by M. Ben  
CARRIED

b) Q4 Draft Financial Results

J. Simone provided an overview of the draft year end financial results and indicated that the audited statements will be presented to the Board in April / May following the KPMG financial audit  
Received  
Motion to receive draft financial results moved by M. Ben  
Seconded by M. Allin  
CARRIED

c) 2020 Capital Request

J. Simone provided an overview of the capital request  
Received  
Motion to approve capital request moved by C. Hough  
Seconded by M. Ben  
CARRIED

d) Verbal update re: CAO Introduction & Meeting

S. Bartoletta provided an update of the meeting with CAO David Barrick  
This meeting provided an opportunity to discuss potential partnerships, the Ernst & Young / KPMG reports and the Facilities Master Plan update  
There was also discussion regarding the Heritage Heights, RioCan and City Library developments  
J. Massey-Singh met with the Mayor and received the same messaging as the CAO's office  
Received

e) OLBA Bootcamp Recap

J. Massey-Singh, M. Ben, M. Allin and R. Taylor participated with Interim CEO, S. Bartoletta  
R. Taylor observed that Brampton Library has a very engaged board and progressive systems  
J. Massey-Singh thanked the participants for attending and encouraged members to visit the OLA website which contains many of the presentations from the presenters  
Received

8:20pm

9. Standing Items

a) City Library / Centre for Innovation (no update)

b) Board Self-Evaluation

J. Massey-Singh requested feedback regarding the self-evaluation form he distributed prior to the meeting

Recommendations included addressing governance and advocacy

Expectation management - how is information going to be collected and compiled into a report

Recommendation to develop it as a survey that is distributed to members after every meeting

J. Massey-Sing will compile the surveys and aggregate results

M. Kwok to assist in developing a Google Form to post to the Board portal

c) Council Outreach

J. Massey-Singh will develop and distribute speaking notes for Board members to discuss with Councillors and MPP's

He encouraged the board members to contact their delegated councillor for a meeting prior to March board meeting and report back

Goal to meet with MPP's prior to the April meeting and report back

d) Future Agenda Items & Topics (5 mins)

S. Bartoletta advised that she plans to delegate a South West branch update at the March 25 Committee of Council meeting

She indicated that a delegation regarding the After Hours Study Hall is planned for June or September

S. Bartoletta provided an overview regarding the current status of the Facilities Master Plan

She recommended that:

work on the Request for Proposal (RFP) process to obtain a consultant be initiated

a Board sub-committee be established to review RFP

She also requested that she be part of the Brampton Library core team to ensure continuity through the upcoming project

9:10pm

10. Discussion Items

a) Brampton Board of Trade - Elected Leader's Series

S. Bartoletta provided an overview of the series and asked Board members to contact M. Kwok to register

9:20pm

11. Information Items

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

a) Brampton Library News Release re: Children's Fine Free Initiative Wins Minister's Award for Innovation

Received

- b) CBC.ca news article by Kashmala Fida re: Edmonton library board member forced to resign following tweets

Received

- c) SOLS LearnHQ Session : The Public Libraries Act: What You Need to Know

Received

9:22pm

#### 12. Executive Session (Part 2)

- a) Personal matters regarding an identifiable individual

Motion to move to Executive Session moved by C. Hough

Seconded by M. Ben

CARRIED

9:35pm

#### 13. Adjournment

Motion to adjourn regular meeting moved by R. Tailor

Seconded by C. Hough

CARRIED

#### Upcoming Meetings

March 24, 2020

April 28, 2020

May 26, 2020

June 23, 2020