



Minutes Brampton Library Board

Tuesday, September 22, 2020

Meeting: 6:00pm - 9:00pm

Zoom Conference Call

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

REGRETS: G. Singh

STAFF: S. Bartoletta, Interim CEO & Director, Branch & Neighbourhood Services
J. Baty, Director Innovation & Technology
G. De Prisco, Director, Human Resources & Organizational Development
J. Simone, Director, Business Management & Operations
S. Uttangi, Director, Community Engagement & Partnerships
M. Kwok, Executive Assistant to CEO

Listeners: 24 attendees

6:06pm

1. Call to Order

2. Approval of Agenda :

Motion to approve Agenda moved by M. Allin

Seconded by M. Ben

CARRIED

3. Declarations of conflict of interest : None

4. Adoption of Minutes: June 23, 2020

Motion to approve amended Agenda moved by D. Ajasa

Seconded by R. Tailor

CARRIED

6:10pm

5. Business Arising from Minutes

a) Reopening Update

S. Bartoletta provided an overview of the reopening including:
the reopening of 3 branches with holds pick-up, computer use and printers
Gradual recall of staff to accommodate expanded curbside at remaining 5 branches
She advised that we will remain at the Provincial Stage 2 until COVID numbers decrease or we are directed differently by either City or Provincial mandate
Board members approved of the slow pace and the ability to pivot services to ensure continued customer services if required
The Board agreed to keep communication channels open and to remain available to respond quickly to decisions
S. Bartoletta advised that the City is compiling a “lessons learned” report from the early impact of COVID which will help inform actions moving forward
Received

b) Councillor Meetings Update

J. Massey-Singh indicated that he has received some reports regarding meetings with Councillors
Feedback included support in the redevelopment of the Facilities Master Plan, an interest in gaps to support vulnerable populations and an interest to more fully engage the library in expansion plans
He reminded Board members to contact their assigned Councillor and report back at the October meeting
He will follow-up with the Board members regarding Councillor assignments

6:40pm

6. Consent Agenda

(no time allocated; for information only; must be moved to active Agenda for discussion)

a) Chief Executive Officer Report

Received

6:42pm

7. New Business

a) Ad-hoc Summer Board Committee Update

Information was communicated through CEO reports

Board members wanted to ensure that the Mandatory Mask Policy remains in alignment with the City

b) 2nd Quarter Financial Statements

J. Simone provided an overview of the financial statements and advised that 3rd quarter financial statements would be available in October

He also provided clarification regarding the dispersal of unused funds

Board members confirmed that they would like a financial overview at the October Board meeting

Received

Motion to receive Financial Statements moved by C. Hough

Seconded by M. Ben

CARRIED

c) Mid-year KPI Update

A. Clarke provided an overview of the mid-year KPI's

J. Massey-Singh acknowledged that Brampton Library has invested heavily in the statistical and metrics field and that we are a leader in the industry

Board members inquired how this information could be leveraged

The CRM team is working extensively to share information with customers who have subscribed to services

Information from the Reader's Advisory helps inform Collections

Received

d) Non-resident Fee

S. Bartoletta provided an overview of non-resident fees in Ontario and Canada and the potential for investigation

The board agreed that to move forward with the investigation and look forward to a more fulsome discussion once the information is gathered

7:36pm

8. Standing Items

a) City Library / Centre for Innovation - None

b) Facilities Master Plan

M. Ben advised that the deadline for RFP responses is 2pm on Friday

c) Diversity, Inclusion and Anti-Racism Update

S. Bartoletta provided an overview of the report and advised that the facilitated sessions and training sessions for staff have been well received

Received

d) Board Self-Evaluation

Focus will be given to financial literacy at the October meeting in preparation for the budget presentation

7:45pm

9. Information Items

(no time allocated; for information only; must be moved to active Agenda for discussion)

a) CEO Updates

July 20, 2020

August 27, 2020

b) Marketing & Communications Activity

July 2020

August 2020

September 2020

c) News article dated September 14, 2020 from Librarianship.ca re: Library Community Submission to 2021 Pre-Budget Consultations

8:05pm

Move to Executive Session

Motion to move to Executive Session moved by M. Allin

Seconded by C. Hough

CARRIED

10. Executive Session

- a) Items pertaining to financial budget discussions
- b) Labour relations
- c) Matters regarding an identifiable individual

8:54pm

11. Adjournment:

Motion to adjourn moved by M. Allin

Seconded by D. Ajasa

CARRIED

Upcoming Meetings

October 27, 2020

November 24, 2020

December 2020 - Date TBD