



Minutes Brampton Library Board

Tuesday, May 24, 2022

Meeting: 6:00pm – 8:00pm

Zoom Call

BOARD: M. Ben - Chair R. Taylor - Vice Chair
G. Singh D. Ajasa (arr 6:35)
G. Nnolim C. Hough
J. Massey-Singh M. Allin
C. Williams

REGRETS: H. Singh

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

Listeners: 7

6:03pm

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

- a) R. Taylor requested that the library website refresh and internet upgrades be pulled from Agenda Item 7 a) Report of the Chief Executive Officer for discussion
- b) Library Website Refresh added as Agenda Item 6 c)
- c) Internet Upgrades added as Agenda Item 6 d)

Motion to adopt the amended agenda moved by J. Massey-Singh

Seconded by M. Allin

CARRIED

3. Declarations of conflict of interest : None

4. Adoption of Minutes: April 26, 2022

Motion to adopt minutes moved by C. Hough

Seconded by M. Allin

CARRIED

5 b) 6:45pm

5 a) 7:40pm

NOTE: Board members unanimously agreed to delay the Presentations to follow Agenda Items 6, 7 and 8 due to technical issues.

5. Presentations & Delegations

a) 2021 Audit Reports

i) Audit Findings Report presented by Maria Khoushnood, Partner and Lyle Abbott, Manager, KPMG

- M. Khoushnood and L. Abbott provided an overview of the report
- Received

ii) 2021 Audit Report and Draft Financial Statements presented by John Simone, Director, Business Management & Operations

- J. Simone provided an overview of the statements
- Received

Motion to receive the Audit Findings Report, 2021 Audit Report and Draft Financial Statements moved by D. Ajasa

Seconded by M. Allin

CARRIED

b) Overlap Insights Report presented by Ben Balfour, Senior Designer, Overlap Associates

- B. Balfour provided an overview of the Insights Report
- Board members inquired about the process of engaging community members who are not library users and expressed concern about the potential barriers that may have resulted due to language, timing, availability and type of survey conducted
- Also expressed were the engagement of businesses who are not currently working with the library and options to investigate demographic options to ensure a fulsome gathering of data
- Suggestions were made to increase the community outreach and what that could look like
- B. Balfour advised that the number of responses was much higher than the normal average and that all comments and observations were considered valid and highlighted in the report
- T. Kyle advised that the current timelines would be impacted and deadlines affected if there was a pause for further community engagement

- He and B. Balfour reiterated that the Insights Report is a summary of gathered data that will be used as information for the development phase of the Strategic Planning process and that further information is gathered during the development phase

Motion to receive the Insights Report moved by R. Tailor
Seconded by J. Massey-Singh
CARRIED

6:10pm

6. Business Arising from Minutes
- a) 2022 IDEA Strategy Adoption
 - Received

Motion to adopt the 2022 IDEA Strategy moved by R. Tailor
Seconded by C. Hough
CARRIED

- b) BRD - 14 Naming (with approved revision)
 - Received

Motion to receive the BRD - 14 Naming Policy moved by M. Allin
Seconded by C. Hough
CARRIED

- c) Website Refresh
 - R. Tailor offered congratulations on the new look of the website

- d) Internet Upgrades
 - R. Tailor recognized the upgrades and the noted that there may be a need to develop further policies if required

7. Consent Agenda

(No time has been allocated to these items as they are information items only. Items must be moved to active Agenda for discussion in Agenda Item #2)

- a) Report of the Chief Executive Officer
 - Received

6:20pm

8. New Business
- a) Q1 Financial Statements
 - J. Simone provided an overview of the Q1 statements
 - Received

Motion to receive the Q1 Financial Statements moved by G, Singh

Seconded by R. Taylor

CARRIED

b) Policy Review

i) BRD - 21 Room Usage & Rental

- Received

Motion to adopt BRD - 21 Room Usage & Rental moved by M. Allin

Seconded by R. Taylor

CARRIED

ii) BRD - 25 Displays and Exhibits

- Received

Motion to adopt BRD - 21 Room Usage & Rental moved by J. Massey-Singh

Seconded by G. Singh

CARRIED

8:02pm

9. Standing Items

a) Pandemic Recovery Update

- T. Kyle advised that the library is slowly expanding in person services
- A Board and management only session of The Hidden program will be held on the morning of June 8
- On-The-Go van services will be starting in June with the Farmer's Market and Pride events

b) Strategic Planning Update

- Overlap presentation received above
- T. Kyle confirmed that the Strategic Workshops begin next week and encouraged Board participation at Workshop #1 and #2

c) IDEA (Inclusion, Diversity, Equity & Accessibility) Update (next update June)

d) 2021 Workplan Update (next update June)

e) Board Development & Self-Evaluation

- R. Taylor shared the next education session from LearnHQ with the recommendation to review prior to the Strategic Planning session on Monday and Tuesday

10. Information Items

(No time has been allocated to these items as they are information items only. Items must be moved to active Agenda for discussion in Agenda Item #2)

- a) 2021 Annual Report
 - Received

- b) Marketing & Communications Update - May 2022
 - Received

8:07pm

Motion to move to Executive Session moved by J. Massey-Singh

Seconded by R. Tailor

CARRIED

11. Executive Session

- a) Approval of Executive Session Minutes - March 22, 2022
- b) Discussions pertaining to labour relations

8:35pm

12. Adjournment

Motion to adjourn meeting moved by J. Massey-Singh

Seconded by M. Allin

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.

June 2 - 10: The Hidden

June 1: Author Talk: Samra Habib

June 6: Jump, Hop, Run at Chinguacousy

June 7: Infant Massage at Gore Meadows - 0 to 9 months

June 8: Sleep Hygiene

June 14: Digital Banking

June 18: Virtual Kids Discovery Club - Ozobots

June 21: Adulting 101 - Work/Life Balance

June 24: Indigenous People in Canada

June 25: Tech Collect Drive

Upcoming Meetings:

(via Zoom Call unless otherwise indicated)

June 21, 2022 (NOTE: NEW DATE)