



Minutes Brampton Library Board

Tuesday May 23, 2023
Meeting: 6:00pm – 8:00pm
ZOOM Meeting

BOARD: J. Massey-Singh - Chair R. Tailor - Vice Chair
G. Singh M. Ben
M. Allin G. Nnolim
D. Ajasa C. Hough
N. Kaur Brar P. Vicente

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

PRESENTERS: M. Khoushnood, Lead Audit Engagement Partner, KPMG

LISTENERS: 2

6:03pm

1. Call to Order & Land Acknowledgement
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 and Huron-Wendat. We also acknowledge the many First Nations, Métis, Inuit and other global Indigenous people that now call Brampton their home. We are honoured to live, work on and enjoy this land.

2. Approval of Agenda:
R. Tailor requested the Marketing Report pulled for discussion in 9 b)

Motion to approve amended agenda moved by C. Hough
Seconded by M. Allin
CARRIED

3. Declarations of conflict of interest: None

4. Adoption of Minutes: April 25, 2023

Received

Motion to adopt minutes moved by M. Ben

Seconded by R. Tailor

CARRIED

6:35pm

5. Presentations - deferred to later in the meeting as presenters from KPMG had not signed into the meeting

a) 2022 Audit Reports

2022 Audit Findings Report presented by M. Khoushnood, Lead Audit Engagement Partner, KPMG

M. Khoushnood provided an overview of the audit findings report noting that there were no anomalies or concerns in the audit

Received

Motion to receive the 2022 Audit Findings Report moved by M. Allin

Seconded by C. Hough

CARRIED

b) 2022 Audit Report and Draft Financial Statements presented by J. Simone, Director Business Management & Operations

J. Simone provided an overview of the draft financial statements

He noted that the statements reflect the refund of the Canadian Employee Wage Subsidy interest and penalty after the claims were denied

He further noted that capital amortization is higher than usual due to the need to accelerate the amortization of leasehold improvements made at the Chinguacousy Branch since it will close this year
Board members and staff expressed their sincere appreciation for the partnership and cooperation experienced during the audit investigation

Received

Motion to receive the audit report and Draft Financial Statements moved by R. Tailor

Seconded by M. Allin

CARRIED

6:08pm

6. Items Arising from Minutes

a) Chinguacousy Branch Update

T. Kyle provided an overview of the work completed to date and of the current campaign to inform the community about the move to the Ski Chalet

Received

6:15pm

7. New Business

a) Q1 Financial Statements

Received

J. Simone provided an overview of the financial statements and confirmed that the statements reflect the Board approved budget for 2023

Board members asked if there was flexibility in the budget planning to accommodate unexpected development or plans that could come up during the year

J. Simone confirmed that there is some flexibility for items / issues that may arise over the upcoming months

There was concern expressed about the Region of Peel dissolution and how that could affect the funding for the library

J. Simone confirmed that any changes updates will be presented through the budget assumptions but it was too early to determine what the impacts could be

Received

Motion to receive the Q1 Financial Statements moved by C. Hough

Seconded by G. Singh

CARRIED

b) Staff MLS Bursary Update

Received

T. Kyle provided an overview of the update

He confirmed that this initiative supports the development of diversity in the future professional and leadership candidates

Motion to receive the Bursary Update moved by M. Allin

Seconded by G. Singh

CARRIED

8. Standing Items

a) 2023 Strategic Workplan & KPI's including IDEA Update (next update in June)

6:55pm

9. 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) Operational Highlights Report

b) Marketing & Communications Update - May 2023

R. Tailor recognized the massive success of the Youth Fair and highlighted the need for this type of event and the impact it has on the Brampton community

- c) Correspondence from City of Brampton Legislative Services re: receipt of Chinguacousy Branch Library Relocation Delegation

7:00pm

Motion to move to Executive Session moved by C. Hough

Seconded by R. Tailor

CARRIED

10. Executive Session

- a) Approval of Executive Session Minutes
- b) Proposed or pending acquisition or disposition by the Board

7:43pm

11. Adjournment

R. Tailor questioned the process and responsibilities of the current Board moving into summer if a new Board has not been appointed

J. Massey-Singh and T. Kyle advised that there may need to be a meeting convened however this would be determined closer to the middle of June

Motion to adjourn meeting moved by R. Tailor

Seconded by M. Allin

CARRIED

Upcoming Meetings:

(via [Zoom Call](#) unless otherwise indicated)

June 27, 2023

September 26, 2023

October 24, 2023

November 28, 2023

December - TBD