



Minutes Brampton Library Board

Tuesday, February 23, 2021

6:00pm – 8:00pm

Zoom Call

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

REGRETS: G. Singh C. Williams
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 & Organizational Development
J. Simone, Director, Business Management & Operations
S. Uttangi, Director, Community Engagement & Partnerships
M. Kwok, Executive Assistant to CEO

GUESTS: T. Brown - Principal Planner, Montieth Brown Consultants
A. Desai - Associate, Montieth Brown Consultants

Listeners: 22

6:05pm

1. Call to Order & Announcements :

- J. Massey-Singh requested that Memberships be pulled from the CEO Report added to New Business - Agenda Item 8 c)

2. Approval of Agenda

Motion to adopt amended agenda moved by M. Allin

Seconded by M. Ben

CARRIED

3. Declarations of conflict of interest

None

6:10pm

4. Presentations

- a) Facilities Master Plan presented by Montieth Brown

Received

- T. Brown provided an overview of the work to date and the proposed work to be undertaken in the upcoming 6 months
- All actions are dependent on COVID restrictions and guidelines and will be adjusted accordingly as needed
- The Facilities Master Plan is proposed to have a 10 year lifespan
- Heavy engagement with the community and partners for input
- Targeting a minimum 400 - 500 survey responses with adjustments to the survey will made if the responses are skewed or insufficient
- Montieth Brown will develop a strategy to target and obtain responses from non-library users

Motion to receive presentation moved by R. Taylor

Seconded by C. Hough

CARRIED

6:50pm

5. Adoption of Minutes: January 26, 2021

Received

Motion to adopt minutes moved by R. Taylor

Seconded by M. Allin

CARRIED

6:50pm

6. Business Arising from Minutes

- a) OLBA Bootcamp Recap

- M. Ben provided an overview of the day including the following takeaways:
- Monthly OLA report placed on the LB agenda as Information
- Executive Sessions should be kept confidential and use headphones
- Ensure that the meetings are published for public attendance
- Attendees include M. Ben, J. Massey-Singh, R. Taylor

7:00pm

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

7:00pm

8. New Business

a) 2020 Year-end Draft Financials

Received

- J. Simone provided an overview of the draft documents

Motion to receive Draft Financials moved by R. Tailor

Seconded by M. Allin

CARRIED

b) 2021 Strategic Work Plan Themes

Received

- T. Kyle provided an overview of the themes and goals for 2021
- Recommendations included the addition of professional development and conferences to the work plan
- Board members would like to see outcomes and indicators developed as the plan evolves
- Request to include as a Standing Item for upcoming agendas

Motion to receive the 2021 Work Plan moved by C. Hough

Seconded by R. Tailor

CARRIED

c) Memberships - pulled from the CEO Report

- J. Massey-Singh requested more information regarding trends as they are available

7:20pm

9. Standing Items

a) Pandemic Recovery Update

Received

- T. Kyle provided an update advising that operations have not changed based on the extended Stay at Home order
- The library is ready to pivot to multiple services as soon as further direction regarding updated restrictions are received

b) City Library - Centre for Innovation

No update

c) Facilities Master Plan Update

Discussed above in Agenda Item 4

d) Diversity, Inclusion and Anti-Racism Update (5 mins) - Todd / Gina

Received

- J. Massey-Singh inquired about the addition of a land acknowledgement to the meetings
- educational opportunities that the Board should be involved in

- Board involvement in community engagement and communications

e) Board Development & Self-Evaluation

Received

- J. Massey-Singh provided an overview of the proposed development plan
- To be included in the March agenda for reference and discussion

7:40pm

10. Information Items

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

a) Marketing & Communications Activity - February 2021

Received

b) OLA / FOPL 2021 Pre-Budget Submission - February 2021

Received

7:55pm

Motion to move to Executive Session moved by M. Ben

Seconded by C. Hough

CARRIED

11. Executive Session

a) Personal matters regarding an identifiable individual (10 mins)

7:55pm

12. Adjournment

Motion to adjourn meeting moved by M. Allin

Seconded by R. Taylor

CARRIED

Upcoming Events

March 8: LUNA Fest Screening <http://www.lunafest.org>

March 13 - April 5: Story Walk at Chinguacousy Park and Loafer's Lake

Upcoming Meetings:

(via Zoom Call unless otherwise indicated)

March 23, 2021

April 27, 2021

May 25, 2021

June 22, 2021