



Minutes Brampton Library Board

Tuesday October 22, 2024

Meeting: 6:00pm – 7:45pm

Virtual Zoom Meeting

BOARD: R. Tailor - Chair M. Ben - Vice Chair
N. Dhaliwal D. Jones
N. Kaur Brar N. Russell
A. Singh

REGRETS: T. Atwal P. Vicente
M. Rathod

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

GUESTS: 1

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:

a) N. Russell pulled Agenda Item 8 b) Operational Highlights

b) R. Tailor pulled Agenda Item 8 a) Marketing & Communications Update

Motion to adopt amended agenda moved by A. Singh

Seconded by N. Russell

CARRIED

3. Declarations of conflict of interest: None

4. Adoption of Minutes - September 24, 2024

Motion to adopt Minutes moved by N. Dhaliwal

Seconded by D. Jones

CARRIED

6:10pm

5. Business Arising

a) South Fletcher's Update & Construction Tender (5 mins)

T. Kyle provided an overview of the closing of the South Fletcher's branch and the opening of the interim Shopper's World location

J. Simone provided an update regarding the construction status of South Fletcher's

New addendum to the contract to remove some work that has been assumed by the City which will realize some savings

Moving to tender in the upcoming weeks

Target completion is Summer 2025 dependent on construction progress

No anticipated risk at this time

He noted that the Shopper's World location is approximately 4900 sqft

Received

b) Claireville Branch Update (5 mins)

T. Kyle provided an update that the permits have been approved and the landlord is proceeding quickly

Target opening date is February 2025

Received

c) Employee Recognition Update (20 mins)

T. Kyle confirmed that there is a bit of a delay launching this program due to the upgrading of internal software systems that can accommodate increased social interactions and kudos options

D. Jones asked if a demonstration would be available when the software is rolled out

She also asked if there will be pushback or contention from staff

T. Kyle advised that the awards system will need to be monitored closely to ensure that all staff have accessibility, equality, and to minimize any sense of favoritism or discomfort with the process

M. Ben asked what recognition rewards are currently in place

T. Kyle confirmed that staff currently receive awards based solely on years of service

M. Ben expressed concern that the program might be based on popularity

He stated that while he thinks that the Kudos are good, the program was proposed and intended to be the highest award from the SMT members

M. Ben reminded members that this was originally to be a Board award designed by the CEO

R. Taylor questioned if the criteria will be shared with all staff differentiating daily recognition vs project criteria

A. Singh advised that kudos are received from management by staff in an email on a monthly basis

G. De Prisco that the values based process is already defined and established within the workplace and staff is familiar with it

N. Russell reminded Board members that there needs to be a delineation between operational purview vs Library Board purview

Received

Motion to receive the update moved by A. Singh

Seconded by D. Jones

CARRIED

d) Service Delivery Review Update (13 mins)

T. Kyle confirmed that the content of information is a summary of past verbal reports and staff is continuing to develop the Memorandums of Understanding (MOU's)

A report from City Staff and will be presented to the Committee of Council and will be provided to the Board, if available, for consideration

The MOU's will be beneficial to both the Library and the City

For example: The Procurement/Purchasing MOU, which is a formalization of the current process, preserves the autonomy of the Board but provides the opportunity to take advantage of the purchasing power of the city with shared vendors as well as to retain the option to procure through other specialized vendors (ie. library specific items)

Councillor Brar asked if there are any barriers or gaps that require support from Councillors

T. Kyle advised that the City staff and Library senior staff have managed the process well and that barriers are already being removed and that he will reach out if there are any further discussions requiring assistance

Received

Motion to receive the update moved by N. Dhaliwal

Seconded by Councillor Brar

CARRIED

6:53pm

6. New Business

a) Q3 Financial Statements (10 mins)

J. Simone advised that the library has been very active with a lot of work conducted in the last quarter and that the budget is on track for the end of the year

Received

Motion to receive financial statements moved by A. Singh

Seconded by N. Russell

CARRIED

b) 2025 Preliminary Budget Update (5 mins)

A meeting has been scheduled for the budget submission to the Mayor

Continuing to work with City staff to finalize the budget

c) OLS Board Assembly Meeting - November 19 (5 mins)

M. Ben will be attending the meeting

7:07pm

7. Standing Items

- a) Member Roundtable (10 mins)

Board members provided an overview of activities and reading over the past month

- b) 2024 Strategic Workplan & KPI's Update (March, June, September, December)

7:18pm

8. 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

R. Tailor highlighted the Artist in Residence program and summer reading clubs

- b) Marketing & Communications Update - October 2024

N. Russell was excited to see that the updated Inspiring Connections was excellent - kudos to the team

9. Correspondence 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) None

7:22pm

Motion to move to Executive Session moved by N. Dhaliwal

Seconded by N. Russell

CARRIED

10. Executive Session (30 mins)

- a) Approval of Executive Session Minutes
- b) Proposed or pending acquisition or disposition by the Board
- c) Matters arising regarding an identifiable individual

8:34pm

11. Adjournment:

Motion to adjourn meeting moved by N. Dhaliwal

Seconded by N. Russell

CARRIED