



Minutes of the Regular Meeting May 28, 2025

*The County of Brant Public Library cultivates inclusivity
and empowers lifelong learning.*

Date: May 28, 2025

Place: Burford Branch

Present: John Bell, Paula Chorpitta, Susan Eddy, Fred Gladding, Amanda Henderson, Steve Howes, Kari Raymer Bishop, Marilyn Sewell

Regrets: Nathan Etherington, Jennifer Kyle

Staff: Kelly Bernstein, Steph Burchill

Call to Order: F. Gladding, in the Chair, called the meeting to order at 7pm.

Approval of the Agenda

Moved by: M. Sewell

Seconded by: S. Howes

THAT the agenda be approved as amended.

Carried

Declaration of Pecuniary Interest and General Nature of
None

Presentation- Market Segmentation Study Results

Swapnil Garge, Trevor Martin, and Malik Richardson from Environics Analytics Inc. presented the 2025 Market Segmentation Study Results highlighting demographic and lifestyle changes post pandemic. The analysis will enable the library to better meet the evolving needs of its community.

Presentation – Paris Branch Study 2025

Janna Levitt from LGA Architectural Partners Inc. presented a high-level review of the schedule for the Paris Branch Studies, outlining the next steps and a timeline for project completion.

P. Chorpitta left the meeting at 8:15 due to connectivity issues.

Approval of the Minutes

Moved by: S. Howes

Seconded by: J. Bell

THAT the minutes of the April 23, 2025 Regular Meeting be approved as presented.

Carried

Business Arising

New citizen appointee Susan Eddy was welcomed to the Library Board.

The Board engaged in a discussion regarding site selection and the needs assessment update from LGA. The importance of aligning site choice with identified programming and operational needs was emphasized.

Consent Items to be Received – Communications

Moved by: S. Howes

Seconded by: A. Henderson

THAT the May Safety Talk, JHSC Minutes: April 2025, Paris Friends of the Library Minutes: March 2025 and April 2025 be received.

Carried

Library Board Development

F. Gladding, on behalf of N. Etherington, reported that a survey from the Ontario Library Board Association will be distributed shortly. Additionally, an upcoming ONLib chat is scheduled for the first week of June.

Submissions for Board Development

F. Gladding reminded Board Members that suggestions for Board Development are encouraged and should be submitted to the Chair or CEO for inclusion in the agenda.

Reports

K. Bernstein presented output measures for April 2025, noting that fluctuations in usage are within normal range. A decrease in in-person visits was attributed to the ongoing Downtown Dig and inclement weather. Digital statistics showed a corresponding increase.

Financial reports to the end of April, 2025 show that spending, at 29% of the budget, falls within the expected range for this time of year. Extended health benefits for permanent part-time staff will begin on June 1st.

The “Something for Everyone” newsletter, which highlights upcoming library programs, was distributed to Board members.

Public consultation for the Paris Branch study is scheduled to take place on June 17th. An online consultation option will be made available via *Engage Brant* and will remain open for an extended period to ensure public participation.

Two notable events are scheduled for June 7:

- Story Walk Dedication in St. George at King William Park, featuring author Lana Button.
- The Trail of Toonies event, hosted by the Paris Friends of the Library in uptown Paris.

The Grand River Council on Aging has offered the Library a seat on its Board. Gary Jermy, Director of Community Innovation, will represent the Library.

During discussions with Council members serving on the Library Board, a request was made to prioritize the memorandum of understanding (MOU) with the County.

A. Henderson reported updates on behalf of the Facility Committee.

Moved by: J. Bell

Seconded by: K. Raymer Bishop

THAT the reports be received as presented.

Carried

F. Gladding presented draft changes to Personnel Policy Section H, LS 8 Technology Use, LS 30 Partnerships, G 4 Board Committees: Terms of Reference, Personnel Policy Disconnecting from Work and Gary Jermy, Director, Community Innovation, presented new policy LS 35 Artificial Intelligence for approval.

Moved by: S. Howes

Seconded by: K. Raymer Bishop

THAT policies Personnel Policy Sec. H, LS8: Technology Use, LS30: Partnerships, G4: Board Committees: Terms of Reference, Personnel Policy: Disconnecting from Work, and new LS35: Artificial Intelligence be approved as presented.

Carried

New Business

None.

Next Meeting

Wednesday, June 25, 2025, 7pm at the Paris Branch.

Adjournment

J. Bell moved to adjourn the meeting at 8:26pm.

Meeting adjourned.

Council Updates

J. Bell and S. Howes shared updates from Council.