



Minutes of the Regular Meeting March 27, 2024

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

Date: March 27, 2024

Place: Paris Branch

Present: Paula Chorpitta, Nathan Etherington, Mike Gatopoulos, Fred Gladding, Amanda Henderson, Steve Howes, Jennifer Kyle, Kari Raymer Bishop, Marilyn Sewell

Regrets: David Bailey

Staff: Kelly Bernstein, Steph Burchill

Call to Order: M. Sewell in the Chair, called the meeting to order at 7:01pm.

Approval of the Agenda

Moved by: N. Etherington

Seconded by: P. Chorpitta

THAT the agenda be approved as presented.

Carried

Declaration of Pecuniary Interest and General Nature of

None

Guests: Alison Newton and Mark Maxwell

Alison Newton, County CAO and Mark Maxwell, Director of Infrastructure and Engineering Planning, shared details of the County's planned project management of the New Main Branch Library Project. In response to Board member questions, A. Newton clarified that the County has no expectations regarding their use or operation of the Opera Hall. In response to a question about the anticipated timeline for a draft Memorandum of Understanding between the Library and County, A. Newton indicated that the Library could expect to receive a draft in April.

Mark Maxwell explained his role as project manager is not to change the design concept, only to detail where savings can be found, with no unilateral changes of scope. A business plan to be presented to Council in April will include Opera Hall revenues and other input on library value from K. Bernstein. M. Maxwell shared that detailed design is nearing completion with a Class C estimate to follow. Tender release is projected for August with tender results anticipated to be presented to Council for award in September.

Approval of the Minutes

Moved by: A. Henderson

Seconded by: M. Gatopoulos

THAT the minutes of the February 28, 2024 Regular Meeting be approved as presented.

Carried

Business Arising

K. Bernstein shared updates regarding the New Main Branch capital campaign, including a draft pitch deck being developed for potential donors. A development officer and/or professional fundraiser will be hired to write grant applications, solicit donations, and develop a public capital campaign. Funding for capital campaign expenses is included in the approved project budget. Next steps include planning strategy, deciding donor levels and donor recognition programs.

Moved by: N. Etherington

Seconded by: M. Gatopoulos

THAT the Library Board directs the Chair to send a letter of thanks to guests Alison Newton, CAO and Mark Maxwell, Director of Infrastructure and Engineering Planning. The Board appreciates their offer to come to future Library Board meetings and looks forward to conversations continuing. The Board would also like add they are especially encouraged by the anticipated Memorandum of Understanding.

Correspondence

Written correspondence from D. Bailey was received. F. Gladding to respond with a letter of acknowledgement on behalf of the Board.

Moved by: M. Gatopoulos

Seconded by: P. Chorpitta

THAT a leave of Absence from the Library Board be granted to David Bailey until the new Main Branch tender process is completed.

Carried

Consent Items to be Received – Communications

Moved by: N. Etherington

Seconded by: J. Kyle

THAT the March Safety Talk, JHSC Minutes: February 2024, Paris Friends of the Library Minutes: March 2024, be received.

Carried

Library Board Development

Deferred due to time limitations.

Submissions for Board Development

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

Reports

K. Bernstein reported on Output measures, noting increases in circulation for February. In person visits are also on the rise, and an increase in eMusic downloads returns usage numbers for the resource to normal. Adult programs are popular and well attended.

Although the 2024 budget has been approved, figures are not yet reflected on the monthly Statement of Operations. K. Bernstein summarized spending to date and assured the Board that spending is on track for the year-to-date.

Marketing Coordinator, Katherine Bell has resigned as of May 31st, the Marketing Coordinator role will be posted and filled as soon as possible. The April "Something for Everyone" newsletter announces the One Book One Brant pick, Zoe Whittall's novel *The Fake*.

P. Chorpitta reported Facility Committee updates.

Moved by: A. Henderson

Seconded by: J. Kyle

THAT the reports be received as presented.

Carried

N. Etherington presented draft changes to the Board Code of Conduct, Access to Information and Protection of Privacy, and Accessibility in the Library policies.

Moved by: N. Etherington

Seconded by: S. Howes

THAT the Board Code of Conduct, Access to Information and Protection of Privacy, and Accessibility in the Library policies be approved as presented.

Carried

New Business

Nil.

Council Updates

J. Kyle and S. Howes shared Council updates.

Next Meeting

April 24, 2024, 7pm at the Burford Branch.

Adjournment

S. Howes moved to adjourn the meeting at 10:10pm.

Meeting adjourned.