

**Present:**     **Board:** Brian Kenny, Catharine Benzie, Bianca Tse, Nawaz Noormohamed, Jennifer Tarnawski, Lindsay Zalot, Councillor Shawna Stolte

**Absent:**     **Staff:** Lita Barrie, Darcy Glidden, Linda Dobson, Christine Dalgetty, Suzanne Hampson, Nicole Tewkesbury, Cindy Tchorz

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#### Board Orientation

- Accessibility for Ontarians with Disabilities Act (AODA)
- Policy Manual Review
- HR Legislation

#### 1. Call to Order

Brian Kenny, Board Chair, called the meeting to order at 7:25 p.m.

#### 2. Approval of the Agenda

##### **Motion 19-20, Approval of the Agenda**

MOVED by Bianca Tse, SECONDED by Jennifer Tarnawski, that the agenda be approved as presented.  
CARRIED.

#### 3. Declarations of Interest

There were no declarations of interest.

#### 5. Minutes of March 21, 2019

##### **Motion 19-21, Library Board Open Minutes of March 21, 2019**

MOVED by Jennifer Tarnawski, SECONDED by Lindsay Zalot, that the Burlington Public Library Board Open minutes of March 21, 2019 be approved as presented.  
CARRIED.

#### 6. Presentation

##### **6.1. Introduction to Facilities Masterplan**

Darcy Glidden presented to the Board the background to the new Facilities Masterplan. Darcy explained that this new plan will help the Board to prioritize the investments in the current and future facilities. It will align with the Strategic Planning cycle and with the City Development Charges cycle. Phase

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one will be presented to the Board at the June Board meeting with phase two in October.

## **8. Decision Items:**

### **8.1. Board Policy Review:**

#### **8.1.1. Privacy Policy**

The Library Board reviewed the new Privacy Policy as provided in the Board package. The current Canadian Anti-Spam Legislation Policy and Confidentiality of Customer Records Policy has been consolidated and replaced by this new policy.

#### **Motion 19-22, Approval of the Privacy Policy**

MOVED by Bianca Tse, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the new Protection of Customer Privacy policy replacing the existing Canadian Anti-Spam Legislation policy and the Confidentiality of Customer Records policy **with the edits discussed.**  
CARRIED.

### **8.2. First Quarter Financial Statements**

The Board reviewed the First Quarter Financial Statements.

#### **Motion 19-23, Approval of the First Quarter Financial Statements**

MOVED by Nawaz Noormohamed, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the 1st Quarter Operating and Capital Financial Statements for the period ending March 31, 2019.  
CARRIED.

### **8.3. CEO Performance Review Committee**

The Library Board appointed a CEO Performance Review Committee that will consist of the Board Chair, Brian Kenny, the Vice-Chair, Catharine Benzie and Bianca Tse.

#### **Motion 19-24, CEO Performance Review Committee**

MOVED by Lindsay Zalot, SECONDED by Nawaz Noormohamed, that the Burlington Public Library Board appoint the Chief Executive Officer Performance Review Committee for 2019 in accordance with Burlington Public Library Board Policy  
CARRIED.

## **10. Information Items**

The following information items were received:

### **10.1. Monthly Strategic Highlights**

Lita Barrie noted the changes to the Director's portfolios.

### **10.2. 2019 Budget Update**

The 2019 budget was approved and we received a verbal update that the process for the 2020 budget has commenced. A timetable will be provided when available.

**10.3. OLBA Report**

We will be providing the Ontario Library Board's Association (OLBA) with the Board's email addresses.

**11. Other Business**

Lita shared with the Board the news of a %50 budget reduction to SOLS. We will wait and see what the impact of this will be to BPL. It was also noted that FOPL and OLA are planning another Library Day in November again this year.

**12. Next Meeting: Thursday, May 16, 2019 at Central Branch**

The meeting is adjourned at 8:13 p.m. Motion by Bianca Tse.

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Chair

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Secretary-Treasurer