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

Staff: **Lita Barrie, Nicole Tewkesbury, Meg Uttangi Matsos, Oz Kamaci, Cindy Tchorz**

A meeting of the Board was held on Thursday, January 27, 2022 via Zoom Meeting.

1. Call to Order

Lita Barrie, Chief Executive Officer, called the meeting to order at 6:33 p.m.

2. Approval of the Agenda

The agenda was approved as presented.

Motion 22-01, Approval of the Agenda

MOVED by Shawna Stolte, SECONDED by Brian Kenny, that the agenda be approved as presented.

CARRIED.

3. Declarations of Interest

There were no declarations of interest.

4. Election of Chair and Vice Chair

4.1. Report of the Nominating Committee

Brian Kenny tabled the report from the Nominating Committee which included the nomination of Catharine Benzie for the position of Chair and Jennifer Tarnawski for the position of Vice Chair for the 2022 term.

4.2. Election for the Position of Chair for 2022

Lita called for nominations from the floor three times as per parliamentary procedure.

Lita Barrie declared nominations closed.

Lita declared that Catharine Benzie was elected by acclamation to the position of Chair for 2022.

Lita invited Catharine to assume her position of Chair for the remainder of the meeting

Election for the Position of Vice Chair for 2022

Nominations from the Floor

Catharine Benzie called for nominations from the floor three times as per parliamentary procedure.

Catharine declared nominations closed.

Catharine declared that Jennifer Tarnawski was elected by acclamation to the position of Vice-Chair for 2022.

5. Minutes of December 16, 2021

Motion 22-02, Library Board Open Minutes of December 16, 2021

MOVED by Shawna Stolte, SECONDED by Nawaz Noormohamed, that the Burlington Public Library Board Open Minutes of December 16, 2021 be approved as presented. CARRIED.

6. Decision Items:

6.1. Annual Approval of the Health & Safety Policy

Motion 22-03, Annual Approval of the Health & Safety Policy

MOVED by Brian Kenny, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the annual signing of the Health & Safety Policy. CARRIED.

6.2. Appointment of the CEO Performance Review Committee

The Board Chair and Vice Chair will be joined by Jason Manayathu, Lindsay Zalot for the CEO Performance Review Committee.

Motion 22-04, Appointment of the CEO Performance Review Committee

MOVED by Shawna Stolte, SECONDED by Nawaz Noormohamed, that the Burlington Public Library Board appoint the Chief Executive Officer Performance Review Committee in accordance with Burlington Public Library Board policy. CARRIED.

6.3. Q4 2021 Financial Statements

Motion 22-05, Q4 2021 Financial Statements

MOVED by Jennifer Tarnawski, SECONDED Brian Kenny, that the Burlington Public Library Board approve the 4th Quarter Operating Financial Statements for the period ending December 31, 2021; and

That the Burlington Public Library Board approve the 4th Quarter Capital Financial Statements for the period ending December 31, 2021; and

That the Burlington Public Library Board approve the allocation of the 2021 operating surplus to the Capital Reserve Fund, specifically assigned to the projects as noted in the Board report.
CARRIED.

6.4. Audit Committee Minutes of January 13, 2022

Jennifer Tarnawski provided an update from the Audit Committee meeting.

Motion 22-06, Audit Committee Minutes of January 13, 2022

MOVED by Jennifer Tarnawski, SECONDED by Shawna Stolte, that the Burlington Public Library Board approve the Audit Committee Minutes of January 13, 2022 as presented.
CARRIED.

7. Discussion Items:

7.1. Board Evaluation Summary

The Library Board reviewed and briefly discussed the Board self-evaluation survey results.

8. Information Items:

The following items were received by the Board.

8.1. CEO's Report

8.2. BPL COVID-19 Service Redesign Update

8.3. BPL Anti-Racism Action Plan

8.4. Annual Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) Report

8.5. Q4 Reports from 2021

8.5.1. Performance Measures

8.5.2. 2021 Board Workplan

8.5.3. Strategic Plan Update

8.5.4. HR & H&S Report

11. Other Business:

11.1.

12. Next Meeting: Thursday, February 24, 2022, TBD

The meeting is adjourned at 7:50 p.m. Motion by Jason Manayathu.

Chair

Secretary-Treasurer