

**Meeting of the Brantford Public Library Board
Thursday, August 20, 2026
Main Library Board Room/Videoconference
4:30 pm – 5:17 pm**

Vision Statement
**The Brantford Public Library listens and adapts;
To offer engaging services that foster development for our whole community.**

MINUTES

Members Present: M. McGeein (Chair), Councillor M. Samwell, L. Morris.

Virtually: M. Reniers (Vice-Chair), A. Fiszau, D. Aguilar.

Regrets: J. Heath, Councillor G. Caputo, R. Breen.

Staff Present: R. Aramburo, K. Nielsen, E. Dudzus, C. Stornelli, B. Eckhart, K. Symons, A. Bray.

Recording Secretary: S. Osborn.

1. LAND ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

29-26

MOVED BY: L. Morris
SECONDED BY: A. Fiszau

That the agenda for the August 20, 2026 Board Meeting be approved.

Carried.

R. Aramburo introduced A. Bray, Supervisor – Safety and Wellbeing, here today in case any questions come up about the security pilot.

3. DECLARATION OF CONFLICT OF INTEREST

None.

4. PRESENTATIONS

None.

5. APPROVAL OF THE MINUTES of June 18, 2026

30-26

a. June 18, 2026 Board Meeting Minutes

MOVED BY: M. Reniers
SECONDED BY: L. Morris

That the minutes of the June 18, 2026 Board Meeting be approved.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

None.

7. CORRESPONDENCE

- a. 2027 Local Boards and Agencies Operating and Capital Budget Call (June 25, 2026)

R. Aramburo summarized key information from the budget package from the City, received in June. Budget submissions are due by January 6, 2027. Draft budget will go to the Board for approval in November 2026. Library's presentation to the Estimates Committee scheduled for January 18th. The Mayor's budget is set to be approved February 1, 2027.

- b. Email from K. Laur (July 5, 2026)

R. Aramburo shared correspondence from a resident addressed to the Library Board. They requested that the Library remain open for Sunday hours during the summer. R. Aramburo described the reply she sent to the individual. The Board felt the reply was appropriate and identified no further action at this time.

- c. Email from F. Albu (July 27, 2026)

R. Aramburo summarized correspondence received from a parent of a child enrolled in the Read On tutoring program, expressing concern over personal information gathered from program participants. Management responded to the concerns and agreed to review current practices. The individual indicated they were satisfied with the response and actions taken.

8. RESOLUTION REPORTS

- a. Policy review: Disconnecting from Work

SECONDED BY: L. Morris

WHEREAS a recent review of the *Disconnecting from Work* policy was undertaken;

AND WHEREAS minor revisions were recommended to improve clarity and thoroughness;

BE IT RESOLVED THAT the Library Board approve the revisions to the *Disconnecting from Work* policy, as presented.

Carried.

b. 2026 Annual Fines and Fees Review

32-26

MOVED BY: Councillor M. Samwell
SECONDED BY: M. Reniers

WHEREAS a review of existing fees, fines and associated revenues has been undertaken;

BE IT RESOLVED THAT the fines and fees contained in Appendix A – Fees and Fine Schedule, be approved;

AND THAT Management develop the 2026-2027 budget based on 2025 actual and 2026 forecasted actual amounts, adjusted for any anticipated sales volume changes.

AND THAT Management be authorized to set fines and fees rates for any new resources and services introduced during the remainder of 2026 and the start of 2027, consistent with current rates and comparable with other libraries.

Carried.

c. Security Pilot: Findings and Next Steps

33-26

MOVED BY: Councillor M. Samwell
SECONDED BY: L. Morris

WHEREAS the Main Branch Security Pilot demonstrated that consistent entrance monitoring, additional security coverage, and controlled access improved staff perceptions of safety, strengthened prevention and response, and supported staff's

ability to focus on Library service;

AND WHEREAS preliminary Crime Prevention Through Environmental Design (CPTED) recommendations from Brantford Police Service support maintaining two guards during operating hours, positioning one guard at the main entrance, providing roving security coverage, and monitoring or controlling access through the rear entrance;

BE IT RESOLVED THAT the Brantford Public Library Board approve an increase to the 2027 operating budget request to support a two-guard security model during all Main Branch operating hours;

AND BE IT FURTHER RESOLVED THAT Management be directed to explore and implement a monitored rear-entry solution that maintains accessible and responsive customer access while balancing operational needs, safety, and cost;

AND THAT facilities costs associated with improved entrance-monitoring be funded by the balance of the previously approved budget for the security pilot, and additionally, if required, through an upset limit of \$6,000 from the Automated Equipment Reserve Fund.

Carried.

Management's assessment was that the security pilot was successful and recommended that the additional security measures be implemented on an ongoing basis.

This requires two budget asks: an operating budget increase to be introduced in the 2027 budget; and one-time costs associated with entrance monitoring improvements.

Board supported the current resolution, and suggested an additional resolution to address the gap between now and the 2027 budget process. Have a secondary resolution for using reserve funds from October to budget approval estimated date of March 2027, and the implementation. R. Aramburo also brought forth that it takes time to work with Garda for a suitable second security guard.

34-26

Moved By: M. Reniers
Seconded By: Councillor M. Samwell

WHEREAS the Brantford Public Library will be seeking an operating budget increase in 2027 to increase the security guard complement;

AND WHEREAS the budget approval process will not be complete until February 2027;

BE IT RESOLVED THAT Library Management be directed to bring forward the proposed costs to implement interim security measures between October 2026 and March 2027, for approval at the next Board meeting.

Carried.

d. Shellard Lane Branch Operational Readiness Activities

35-26

MOVED BY: L. Morris
SECONDED BY: A. Fiszauf

WHEREAS the opening of the Shellard Lane Branch is a historic achievement for the Brantford Public Library;

AND WHEREAS the opening is both an operational priority and significant undertaking for the Library;

BE IT RESOLVED THAT the Library Board approve closure of the Main and St. Paul locations on September 28 and 29, 2026 to enable the wider staff to become familiar with the Shellard Lane Branch, assist with final operational readiness activities, and celebrate this achievement.

Carried.

The opening of the Shellard Lane Branch to the public and the school is planned for October 5th. A joint grand opening event is planned for November 5th with dignitaries and presentations, followed by open house activities on November 7th.

9. INFORMATION REPORTS

a. CEO Report – June and July 2026

Recent and upcoming activities and decisions were highlighted in the report, including: an update on the previously approved changes to reciprocal borrowing

memberships; a successful Seniors Community Grant application; and, upcoming plans for Board recruitment.

b. June 2026 Financial Statements

Financial Statements for June 2026 were received.

c. Safety concerns delegation – Discussion

The Board was provided with an opportunity to discuss the presentation that was made at the May Board meeting. It was noted that the concerns raised had been addressed through the recent security pilot and current resolutions.

10. COMMITTEE REPORTS

a. Review Committee

No meeting.

b. Planning and Policy Committee

Draft Minutes August 6, 2026

c. Governance Committee

No meeting.

d. Ontario Library Service (OLS)

No meeting.

11. CITY COUNCILLORS REPORTS

None

12. LIBRARY BOARD TRAINING SUGGESTIONS

None

13. NOTICE OF DISCUSSION

None

14. OTHER BUSINESS

None

15. UPCOMING DATES

- a. Library Board meeting – September 17, 2026 at 4:30pm.

16. ADJOURNMENT

The Board Chair declared the meeting adjourned at 5:17 p.m.

Read and approved....September, 17.....2026.


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Chair

