



BPL Board Minutes | November 27, 2025

Attendance

Board: Jason Manayathu, Jennifer Tarnawski, Lindsay Zalot, Ashley Cameron, Akindayomi Odedeyi, Councillor Lisa Kearns (via Zoom)

Staff: Lita Barrie, Meg Uttangi Matsos, Elise Cops, Cindy Tchorz

Regrets: Shayne Lemieux

Minutes

A meeting of the Board was held on Thursday, November 27, 2025, at the Central Branch.

1. Call to Order

Jason Manayathu, Library Board Chair, called the meeting to order at 6:30 p.m.

2. Approval of the Agenda

The agenda was approved as presented.

Motion 25-69, Approval of the Agenda

MOVED by Lindsay Zalot, SECONDED by Jennifer Tarnawski, that the agenda be approved as presented.

CARRIED.

3. Welcome and Intent for Gathering

4. Declarations of Interest – None

5. Board Presentation:

- Board Development: Maker Services



6. Consent Items:

- 6.1. Open Minutes of October 23, 2025
- 6.2. CEO Report
- 6.3. Sustainability Report
- 6.4. Fund Development Report
- 6.5. Strategic Plan Launch
- 6.6. Comprehensive Facilities Plan

Motion 25-70, Consent Agenda Items

MOVED by Jennifer Tarnawski, SECONDED by Akindayomi Odedeyi, that all items listed under the heading of Consent Items for the Library Board meeting dated November 27, 2025 be adopted as recommended.

CARRIED.

7. Decision Items

- 7.1. Board Self-Evaluation & Survey Tool
 - The survey will go out the week of Dec 1, 2025.

Motion 25-71, Board Self-Evaluation & Survey Tool

MOVED by Lindsay Zalot, SECONDED by Ashley Cameron, that the Burlington Public Library Board approve the survey to be used to conduct the Board's annual self-evaluation of its' works; and

That the Burlington Public Library Board direct the CEO to arrange for the administration of the Board Evaluation survey using on-line survey tool "Survey Monkey" and provide a report of the results at the January 2026 Board meeting.

CARRIED.

- 7.2. 2026 Board Governance Calendar & Workplan

Lita Barrie shared with the Library Board that we are working on updating some of our processes for how we review and update BPL policies looking for opportunities to streamline the policy structure to reduce duplication and ensure clarity for library users and staff. A proposed update of the framework will be shared with the Board for the Board's consideration when finalized.

Motion 25-72, 2026 Board Governance Calendar & Workplan



MOVED by Lisa Kearns, SECONDED by Jennifer Tarnawski, that the Burlington Public Library Board approve the 2026 Board Governance Calendar & Workplan.

CARRIED.

7.3. Elect Respect

Motion 25-73, Elect Respect

MOVED by Jennifer Tarnawski, SECONDED by Akindayomi Odedeyi, that the Burlington Public Library Board endorse the Elect Respect Pledge as noted in the Board package. It was noted that Councillor Lisa Kearns abstained from the vote.

CARRIED.

7.4. Policy Review:

 7.4.1. Donations, Sponsorship Policy

 7.4.2. Naming Rights Policy

Motion 25-74, Donations, Sponsorship Policy

MOVED by Lindsay Zalot, SECONDED by Akindayomi Odedeyi, that the Burlington Public Library Board approve the revised Donations, Sponsorship and Fundraising Policy, and the renamed Facility Naming Policy (currently Naming Rights Policy) effective November 27, 2025.

CARRIED.

8. Discussion Items - None

9. Information Items - None

10. Closed Session - None

11. Other Business - None

The meeting is adjourned at 7:35 p.m. Motion by Jennifer Tarnawski.



Chair

Secretary-Treasurer

Next Meeting

Thursday, January 22, 2026, Frank Rose Room, Central Branch