



Bracebridge Public Library Board Meeting Minutes

Date: Tuesday, February 8, 2022

Conducted in person at the Bracebridge Public Library with remote attendance available via Zoom electronic forum.

Present: B. Hutchinson (Chair), E. Brown, J. Wolochatiuk, C. Wilson, M. Walton, C. Bergstrom (CEO), T. Sutherland, C. Robinson, R. Hallam

Regrets: N. Smart

1. Call to Order by the Chair:

The meeting was called to order at 7:02 p.m.

2. Approval of the Agenda:

Motion: To approve the agenda for February 8, 2022

Moved by: C. Wilson Seconded by: E. Brown CARRIED

3. Delegations/guests: none

4. Consent agenda

4.1. Approval of the Minutes of the Tuesday, January 11 meeting

4.2. Ad hoc/Standing Committee Reports (none)

4.3. Board Chair Report (no report)

4.4. Friends of the Library (none)

4.5. SOLS Trustee Report (no report)

4.6. Strategic Planning Committee Report (no report)

Motion: To approve the Consent Agenda.

Moved by: C. Robinson Seconded by J.Wolochatiuk CARRIED

5. Business arising

5.1. Ancestry.ca letter – B. Hutchinson thanked R.Hallam for providing the draft letter to the CEO and Chair to be sent to Ancestry.ca regarding remote access. The CEO and Library staff will add patron concerns to the draft prior to submission.

M. Walton inquired about the use of Google Docs to share board documents or joint projects. C. Bergstrom shared that a Board portal would be included in the new website. In the meantime, if needed, Google Docs could be explored.

6. Library Expansion & Fundraising Update – B. Hutchinson provided an update to the Board on the MLCC project. E. Brown and C. Bergstrom discussed the promotional video and the expected completion date of the video. E. Brown requested that C. Wilson investigate further to determine the status of the video on behalf of the Board.

7. Correspondence: C. Bergstrom shared two letters of thanks from the Pines Seniors' Residence and the Manna Food Bank for the Library's support and coordination of two fabulous programs over the holiday season.



- 8. CEO Report** – C. Bergstrom reviewed the previously supplied CEO report. She noted that in-person programming would be returning to the Library on February 28th, starting with children’s programming.

C. Bergstrom discussed the upcoming Family Day stat holiday and Remembrance Day. Attendance at the library during this time has been historically slow. It was also noted that several complaints were received about being open on Remembrance Day as a sign of disrespect. She requested that the Library close to observe the stat holiday to allow them to spend the holiday with their own families. The Board discussed the merits of being open or closed on each day.

Motion: To close the Library on Family Day.

Moved by: E. Brown Seconded by J.Wolochatiuk CARRIED

C. Bergstrom provided an update on the status of the rebranding project. It is anticipated that the brand will be ready to reveal to the Board in 2-3 weeks. The Library staff will be planning a launch party in Memorial Park on Friday, June 3rd, from approximately 4pm-7pm. It was requested that all Board members save the date to attend.

9. Financial Report:

9.1. Budget 2022 Update. C. Bergstrom provided an update on the budget process, reminding the Board that Budget deliberations would occur virtually on Tuesday, February 15th, 2022.

10. Policy Committee Report

10.1. GOV-02: Board Meetings. The Board discussed the revised policy. It was referred back to the Policy Committee to ensure hybrid meetings were specifically addressed.

10.2. OP-16: Program Space. The Board reviewed the minor updates to the policy.

Motion: To approve OP-16: Program Space

Moved by: M. Walton Seconded by: C. Wilson CARRIED

10.3 OP-11: Library Patron Code of Conduct. The Board reviewed the updated patron code of conduct.

Motion: To approve OP-11: Library Patron Code of Conduct

Moved by: R. Hallam Seconded by: C. Robinson. CARRIED

11. New Business

12. Date of Next Meeting: Tuesday, March 8 2022 @ 7pm

13. Adjournment – As all items on the agenda were addressed, Chair B. Hutchinson declared the meeting adjourned at 8:47pm.