



BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, June 14, 2022 at 7pm. Bracebridge Library – second floor

MINUTES

Present: B. Hutchinson (Chair), E. Brown, R. Hallam, C. Bergstrom (CEO), T. Sutherland, J. Wolochatiuk
Regrets: C. Wilson, E. Brown, N. Smart

1. Call to order by the Chair
2. Approval of the agenda
Motion: To approve the agenda for June 14, 2022
Moved by: J. Wolochatiuk, Seconded by M. Walton CARRIED
3. Delegation/guests – none
4. Consent agenda
 - 4.1 Approval of the Minutes of the May 2022 Meeting
 - 4.2 Ad hoc/Standing Committee Reports – none
 - 4.3 Board Chair Report – attached
 - 4.4 Friends of the Library – attached
 - 4.5 OLS Trustee Report – none
 - 4.6 Strategic Planning Committee – noneMotion: To approve the Consent Agenda.
Moved by: T. Sutherland, Seconded by R. Hallam. CARRIED
5. Business arising
 - 5.1 Party in the Park Recap – deferred
6. Library Expansion & Fundraising Update – E. Brown provided the Board with an update regarding the MLCC Fundraising and particularly the Buy a Bay program. The Buy a Bay program was launched in coordination with the Best Seat in the House program for the arena. J. Henderson at the Town announced the launch of both, pushing the Library program launch date forward. At the time of launch, shelving layouts and total number of shelves in the new facility was not yet finalized with the architects.

C. Bergstrom informed the Board that as of the date of the meeting over \$100,000 has been secured in support of the new Library space at the MLCC. These donations/sponsorships have been spearheaded by E. Brown. Kudos to her for her hard work and diligence in securing financial support for the new MLCC and Library.
7. Correspondence – C. Bergstrom discussed a few recent complaints regarding the inclusion of Dra Queen Story Time at the Park in the Park event. This included one patron coming into the Library and being very vocal and aggressive with the staff. She noted that the Library and all events/programs would continue to be inclusive for all.
8. CEO Report - C. Bergstrom discussed highlights of the previously provided CEO report.

9. Financial Report - B. Hutchinson discussed the previously provided Finance Committee Report. She discussed the frequency of the finance committee meetings. Sharing the history of the finance committee and its functionality, the Board agreed the committee was certainly needed and functioning well.

9.1 May 2022 Financial Statement was provided for information only. Statement to be approved as a part of the Q2 financials.

10. Policy Committee Report – C. Bergstrom reviewed the previously supplied Policy Committee Report. B. Hutchinson reminded the Board that content was the focus not formatting, as all policies would be reformatted into a new policy manual with the new branding.

10.1 OP-36: Privacy, Access to Information & Electronic Messages
Motion to approve the updated policy OP-36: Privacy, Access to Information & Electronic Messages

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

10.2 OP-02: Membership
Motion to approve the updated policy OP-02: Membership

Moved by R. Hallam Seconded by: J. Wolochatiuk CARRIED

10.3 GOV-14: Board Succession Planning
The Board will create the skills matrix this fall. The Board will also be seeing a Board evaluation policy in the fall and will be going through their own evaluation before the end of the year.

Motion to approve the updated policy GOV-14: Board Succession Planning.

Moved by R. Hallam Seconded by: T. Sutherland CARRIED

11. Strategic Planning Committee Report

T. Sutherland discussed the provided work plan timelines. J. Wolochatiuk inquired when the community survey results would be analyzed. T. Sutherland stated that results would be analyzed in the fall. C. Bergstrom explained that all written surveys would be entered into Survey Monkey to make the analysis of results easier.

12. New Business

12.1 Board Recruitment. B Hutchinson shared the opportunities for the Board to participate in active recruitment at events. Board members were also requested to let B. Hutchinson know if they intended to stand for the next term of the Library Board.

13. Date of next meeting – Tuesday, September 20th @ 7pm – (adjusted meeting date)

14. Adjournment – As all items on the agenda were addressed, the Chair adjourned the meeting at 8:39pm.