



Bracebridge Public Library Board Meeting Minutes

Date: Tuesday, March 8, 2022

Bracebridge Public Library 2nd Floor, with Zoom hybrid option

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

Regrets: M. Walton

1. Call to Order by the Chair:

The meeting was called to order at 7:00pm

2. Approval of the Agenda:

Motion: To approve the agenda for March 8, 2022

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

3. Delegations/guests: J. Hardie of Hardie & Co. Branding provided a summary of the process of the branding project. J. Hardie shared the various revisions of the brand before revealing the finalized brand to the Board. The Board discussed the new brand, including the updated name of Bracebridge Library as opposed to Bracebridge Public Library. The Board decided that it was a forward thinking move to remove the word 'public' from our title. C. Bergstrom noted that the library website domain already reflects the new name.

C. Wilson inquired about the use of the external sign to showcase the new brand once ready to launch. He also noted that the architects should be aware of the change and the scale of the logo, as it would be ideal on the exterior of the new library in the MLCC facility. C. Bergstrom w

4. Consent agenda

4.1. Approval of the Minutes of the February 2022 meeting

4.2. Ad hoc/Standing Committee Reports - none

4.3. Board Chair Report - none

4.4. Friends of the Library Report

4.5. SOLS Trustee Report - none

4.6. Strategic Planning Committee Report - none

Motion: To approve the Consent Agenda.

Moved by: T. Sutherland Seconded by E. Brown. CARRIED

5. Business arising:

B.Hutchinson reminded the Board about the discussion of potentially creating a Google Docs repository for the Board. Since the new website project had commenced and will include a secure Board portal for documents, at this time the use of Google Docs will be deferred.

6. Library Expansion & Fundraising Update: B. Hutchinson provided a summary of the status of the MLCC project, including the upcoming April 6th, 11am – sponsorship announcement at the Salmon Avenue site. All Board members are invited.



10.3 OP-25: Workplace Harassment & Discrimination Policy & Program. B. Hutchinson shared the in-depth process that was undertaken to write this new policy. J. Wolochatiuk reviewed all legal obligations and the Town's policy to ensure the Library's policy was in alignment. She also explained that there were two documents included, a policy and a related program. C. Bergstrom noted that this was the first policy of several that will come to the Board in relation to staff safety, behaviour and employment conditions.

Motion: To approve the revised policy OP-25: Workplace Harassment & Discrimination Policy & Program

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

11. New Business

C. Bergstrom and E. Brown discussed the coming work on the Strategic Plan and that Strategic Planning Committee will begin meeting in the coming months. B. Hutchinson described how the Board and staff will work together on various levels to ensure a well-rounded Strategic Plan is developed. This may include doing community surveys, etc.

B. Hutchinson mentioned the process and timeline for Board member recruitment. She asked that all current Board members consider their involvement and that anyone interested in putting their name forward for the next term to let her know. C. Bergstrom shared that the Board could also set up a table or tent at the Party in the Park event to help with recruitment and share what is involved in being a member of the board. B. Hutchinson also asked that current members actively recruit future applicants based on their perceived fit for the board.

C. Bergstrom will meet with the Town Clerk and CAO to discuss the process of recruitment and appointment to the Board. B. Hutchinson highlighted that a new process will help focus on recruiting members with skills that will be useful on the various committees. C. Wilson noted that the proposed new process will hopefully reduce turnover.

12. Date of Next Meeting: Tuesday, April 12, 2022, 7pm format to be determined.

13. Adjournment – As all items on the agenda were addressed, Chair B. Hutchinson declared the meeting adjourned at 8:45pm.