

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, November 8, 2022 at 7 pm online via ZOOM

MINUTES

Present: B. Hutchinson (Chair), E. Brown, R. Hallam, C. Bergstrom (CEO), J. Wolochatiuk, C. Wilson, E. Brown

Regrets: M. Walton, T. Sutherland

1. Call to order by the Chair, B. Hutchinson, at 7:08pm.
2. Approval of the agenda with one addition.
Motion: To approve the agenda for November 8, 2022
Moved by: C. Robinson Seconded by: R. Hallam CARRIED
3. Delegation/guests – none
4. Consent agenda
 - 4.1 Approval of the Minutes of the October 2022 Meeting
 - 4.2 Ad hoc/Standing Committee Reports – none
 - 4.3 Board Chair Report – none
 - 4.4 Friends of the Library – none
 - 4.5 OLS Trustee Report – none
 - 4.6 Strategic Planning Committee – none

Motion: To approve the Consent Agenda.
Moved by: R. Hallam Seconded by: E. Brown CARRIED
5. Business arising
 - 5.1 Library Board Legacy Document. B. Hutchinson provided a summary of all content from the Board legacy document. C. Robinson
6. Library Expansion & Fundraising Update
B. Hutchinson provided an update on the new Library build, stating that at the most recent Steering Committee meeting project managers shared site construction photos including drone shots. The Library foundation had been started.
7. Correspondence
C. Bergstrom discussed the Library's submission for an Ontario Public Library Service Award, with the full submission having been provided to the Board. C. Wilson, J. Wolochatiuk and E. Brown expressed great appreciation for the full submission and detailed design work, noting it was a very professional and well-banded presentation and representation of the Bracebridge Library.
8. CEO Report - C. Bergstrom discussed highlights of the previously provided CEO report, highlighting the success of the Gatsby Murder Mystery event.
9. Financial Report –

9.1 B. Hutchinson and C. Bergstrom discussed the previously supplied Finance Committee Report and the detailed Q3 Financial Statement for Board approval. There were no questions.

Motion: To approve the Q3 2022 Financial Statement
Moved by: R. Hallam Seconded by: C. Robinson CARRIED

9.2 Draft budget 2023 – update

B. Hutchinson and C. Bergstrom discussed the draft 2023 budget, noting finalization was awaiting input from the Town and District in relation to various line items over which the Board has no control. The Board discussed their concerns that IT support continues to be an issues in terms of expense and quality of service. The Board committed to evaluating IT services and the support from the District in 2023 pending the results of actions items and expectations having been clearly defined for District IT.

10. Policy Committee Report

10.1 GOV-13: Board Evaluation: B. Hutchinson discussed the Board evaluation policy. The Board discussed succession planning for future terms; B. Hutchinson stated that it would be beneficial to establish a Vice-Chair position. The Board agreed.

Motion to approve GOV-13: Board Evaluation
Moved by C. Wilson Seconded by: J. Wolochatiuk. CARRIED

10.2 OP-09: Collection Development

Motion to approve the updated policy FN-04: Respect and Land Acknowledgement
Moved by R. Hallam Seconded by: E. Brown CARRIED

10.3 OP-46: Proof of COVID 19 Vaccination Policy

The Board discussed the suspension of this policy in alignment with the Town of Bracebridge. It was discussed by the Board and supported that this policy would be reinstated if the Town chose to do so in the future.

Motion to approve the updated policy FN-04: Respect and Land suspend OP-46: Proof of COVID 19 Vaccination Policy
Moved by R. Hallam Seconded by: J. Wolochatiuk CARRIED

10.4 FN-02: Intellectual Freedom

Motion to approve the new policy: FN-02: Intellectual Freedom
Moved by: C. Robinson Seconded by: C. Wilson CARRIED

10.5 GOV-05: Board Member Code of Conduct:

Motion to approve GOV-05: Board Member Code of Conduct
Moved by: C. C. Wilson Seconded by: C. Robinson CARRIED

11. Strategic Planning Committee Report

The Board discussed the results from the Community Survey and the executive summary. All Board members expressed a desire to have the results made available to the public. C. Bergstrom stated that once the new Strategic Plan is launched that all results can be shared publicly in an anonymous format.

12. New Business

- 12.1 Cold Weather Donations. C. Robinson inquired if the Library would again be accepting donations for cold weather clothing this year. C. Bergstrom explained that since several other groups/organizations in the community were doing so this year the Library decided to not duplicate that service but instead to focus on the Santa for Seniors program.

13. Date of next meeting – Tuesday, December 13, 2022 @ 7pm. In-person at the Library pending health conditions.

14. Adjournment – As all items on the agenda were addressed, the Chair adjourned the meeting at 8:36pm.