

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, September 20, 2022 at 7pm. Bracebridge Library via Zoom.

MINUTES

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

1. Call to order by the Chair – 7:07pm

2. Approval of the agenda.

Motion: To approve the Consent Agenda.

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

3. Delegation/guests – none

4. Consent agenda

4.1. Approval of the Minutes of the June 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

Motion: To approve the Consent Agenda with amended minutes from the June 2022 meeting.

Moved by:, E. Brown Seconded by: M.Walton CARRIED

5. Business arising

5.1. Board Recruitment

C. Bergstrom thanked Board members for their time and help at the Fall Fair helping to recruit new Board member applications. B. Hutchinson noted the prominence of Board recruitment on the new program guide. Board members were reminded that if they were aware of any community member who may be a good fit for the Board, that it would be up to them to start getting traction on potential applications and interest. Board members were also all requested to inform the Chair about their intentions to return to the Board or not.

The new Board skills matrix to come to the board in November as it has not yet been developed.

Board evaluation, including a revised policy, will come forward to the Board in October.

6. Library Expansion & Fundraising Update

B.Hutchinson provided an update on the expansion project. E. Brown provided an update to the Board on the status of the fundraising efforts. She noted that some information was not yet public, but that she was very happy with the progress of the efforts to date.

7. Correspondence - none

8. CEO Report

C. Bergstrom discussed the previously supplied CEO report. E. Brown expressed her appreciation for the new baby programming occurring at the Library, noting the importance of early literacy skills development.

J. Wolochatiuk inquired about the Pumpkin Fest event in the Park, offering to volunteer if additional support is needed.

9. Financial Report -

9.1. Q2 2022 Statement – for approval

E. Brown expressed her appreciation for the work of the Finance Committee, noting the value of having Board members doing a regular in-depth review of the finances.

Motion: To approve the Q2 2022 Financial Statement

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

10. Policy Committee Report

C. Bergstrom discussed the previously supplied Policy Committee report.

10.1. OP-01: Hours of Operation

Motion: To approve the updated policy OP-01.

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

10.2. OP-07: Visiting Library Service

Motion: To approve the updated policy OP-07.

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

10.3. OP-10: Customer Service

Motion: To approve the updated policy OP-10.

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

10.4. OP-02: Membership

Motion: To approve the updated policy OP-02.

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

11. Strategic Planning Committee Report

C. Bergstrom shared that to date the Library had received approximately 275 responses on the community survey. In addition, a community focus group was hosted by E. Brown. E. Brown explained that this focus group was really revealing about what folks understand about the Library. B. Hutchinson expressed gratitude on behalf of the Board to E. Brown for conducting the focus group.

B. Hutchinson explained that with new Board appointments committee assignments may be shuffled to meet all needs.

12. New Business - none

13. Closed Session

Motion: To approve move to a closed session due to information about (an) identifiable individual(s).

Moved by: M. Walton, Seconded by J. Wolochatiuk . CARRIED

Motion: To approve to rise from closed session.

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

14. Date of next meeting – Tuesday, October 11 @ 7pm at the Bracebridge Library – lower level.

15. As all items were addressed, the Chair adjourned the meeting at 8:05pm.