



BRACEBRIDGE LIBRARY BOARD MEETING
Date: Tuesday, February 14, 2022 at 7pm via Zoom

MINUTES

Present: B. Hutchinson (Chair), E. Brown, J. Wolochatiuk, A. McLeod, J. Murphy, S. Ashton, D. Smith, C. Bergstrom (CEO).

Regrets:

1. Call to order by the CEO & Chief Librarian, C. Bergstrom, at 7:03pm.

2. Approval of the agenda

Motion: To approve the agenda for February 14, 2023
Moved by: B. Hutchinson Seconded by: E. Brown CARRIED

3. Board Elections

3.1. Board Chair: J. Wolochatiuk nominated B. Hutchinson for the role of Board Chair. B. Hutchinson accepted the nomination. There were no other nominations.

Motion: To elect B. Hutchinson as Board Chair for the 2023-2026 term.
Moved by: J. Wolochatiuk Seconded by: E. Brown CARRIED

3.2. Board Vice-Chair: B. Hutchinson nominated J. Wolochatiuk for the role of Board Vice-Chair. J. Wolochatiuk accepted the nomination. There were no other nominations.

Motion: To elect J. Wolochatiuk as Board Vice-Chair for 2023.
Moved by: B. Hutchinson Seconded by: E. Brown CARRIED

4. Standing Board Committee Assignments

B. Hutchinson welcomed everyone to the 2023-2026 Library Board and provided a summary of working committees of the Library Board as well as Board representative roles for the Friends of the Library and with OLS. Committee assignments would be based on skills, interest and Library needs.

5. Consent agenda

- 4.1 Approval of the Minutes of the January 2023 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: D. Smith Seconded by: J. Wolochatiuk CARRIED

6. Business arising - none

7. Library Expansion & Fundraising Update

B. Hutchinson and C. Bergstrom updated the Board on the status of the Muskoka Lumber Community Centre Project. C. Bergstrom to add library floorplan, photos and sponsorship opportunities to the Library Board Portal.

8. Correspondence – none

9. CEO Report - C. Bergstrom discussed highlights of the previously provided CEO report. Board members offered their praise to the Library staff, previous Board and partners for receiving the Minister's Award for Innovation. Additional kudos were offered to M. Barnes for the design of the Library Award Submission.

C. Bergstrom clarified the process of reserving materials at the Library for Board members.
10. Financial Report - B. Hutchinson and C. Bergstrom discussed the previously supplied Finance Committee Report. There were no financials requiring approval at this time.

D. Smith inquired about the allocation of any potential surpluses in the library's annual budget. C. Bergstrom shared that such funds typically went back to the Town. D. Smith inquired about the potential for any surplus to go into reserve for the Library. The Board and CEO to investigate.

A. McLeod voiced concern about the amount of staff time required for Board inquiries/tasks, requesting that the CEO not take on too much for herself or any staff member.
11. Policy Committee Report - none
12. New Business
 - 12.1. Board Portal Review: C. Bergstrom provided a guided tour of the new online Board Portal. Board members were requested to reach out directly to her with any concerns, suggestions or additional support.
 - 12.2. Meeting day & time: The Board discussed options for regular meetings. It was determined that keeping the meetings on the second Tuesday of each month at 7pm
 - 12.3. Board Member Introductions: Each board member was given 5 minutes to provide a personal introduction of themselves.
13. Date of next meeting – Tuesday, March 14, 2023 @ 7pm via Zoom.
14. Adjournment – As all items on the agenda were addressed, the Chair adjourned the meeting at 8:55pm.