

## BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, May 13, 2023 at 7 pm @ the Bracebridge Library

### MINUTES

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

**Vision:** *An engaged, informed, inclusive and inspired community that is anything but the ordinary.*

**Mission:** *To enrich, empower and inspire our community.*

1. The meeting was called to order by the Chair, B. Hutchinson, at 7:00pm

2. Approval of the agenda

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

3. Consent agenda

3.1. Approval of the Amended Minutes of the April 2023 Meeting

3.2. Ad hoc/Standing Committee Reports - none

3.3. Board Chair Report - none

3.4. Friends of the Library - none

3.5. OLS Trustee Report

Motion to approve the consent agenda.

Moved by: D. Smith                      Seconded by: A. McLeod                      CARRIED

4. In-Camera Session

Motion to move into a closed session due to personal matters about an identifiable individual, including municipal or local board employees.

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

Motion to rise from closed session.

Moved by: D. Smith                      Seconded by: A. McLeod                      CARRIED

5. New Business

5.1. Appointment to the Friends of the Library

5.2. Appointment for OLS Trustee

Motion to defer committee appointments until additional board members have been appointed,

Moved by: B. Hutchinson                      Seconded by: J. Wolochatiuk                      CARRIED

5.3 Annual Report for information and approval to provide to Council.

C. Bergstrom provided a summary of the annual report to go to Council. The Board provided kudos to C. Bergstrom and the Library team for such a great year in 2022 as evidenced through the increase in statistics in all areas.

Motion to approve annual report and prepare the associated staff report for Council.

Moved by: B. Hutchinson                      Seconded by: E. Brown                      CARRIED

6. Business arising

6.1. Budget Surplus Discussion Update

C. Bergstrom provided a summary of the discussion with P. Judson regarding the potential of transferring any budget surplus into reserves. C. Bergstrom and P. Judson agreed that this should be examined after the move into the new facility. D. Smith requested P. Judson attend the June Board meeting for discussion.

7. Board Development: Library Accreditation – C. Bergstrom provided a summary discussion of what accreditation is and how it impacts the Library.

8. Library Expansion & Fundraising Update

C. Bergstrom updated the board about the status of the Library facility. She noted that the graphics/design of the children’s area was now the responsibility of the Library CEO as MJMA chose to no longer complete it.

9. Correspondence – none

10. CEO Report – C. Bergstrom reviewed the previously supplied CEO report.

E. Brown reminded the Board about the staff appreciation lunch.

11. Financial Committee Report

11.1. C. Bergstrom reviewed the previously supplied finance committee report. There were no financials for approval at this meeting.

12. Fundraising Committee Report.

E. Brown provided a summary of the new fundraising committee.

Motion to approve the fundraising committee terms of reference.

Moved by: B. Hutchinson                      Seconded by: J. Wolochatiuk                      CARRIED

13. Policy Committee Report

13.1. OP-12: Capturing Photos and Videos

Motion to approve OP-12: Capturing Photos & Videos, as amended.

Moved by: E. Brown                      Seconded by: B. Hutchinson                      CARRIED

13.2. OP-36: Privacy, Confidentiality, Access to Information & Electronic Messages

Motion to approve OP-36: Privacy, Confidentiality, Access to Information & Electronic Messages

Moved by: A. McLeod                      Seconded by: B. Hutchinson                      CARRIED

13.3. OP-12: Local History

Motion to approve OP-12: Local History

Moved by: B. Hutchinson                      Seconded by: A. McLeod                      CARRIED

14. Date of next meeting – Tuesday, June 20<sup>th</sup>, 2023 @7pm @ the Sportsplex

15. Adjournment 9:02pm.