

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, June 20, 2023 at 7 pm @ the Sportsplex

MINUTES

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

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

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

Regrets: B. Hutchinson

1. The meeting was called to order by the Chair, J. Wolochatiuk, at 7:05pm
2. Land Acknowledgement
3. Approval of the amended agenda
Moved by: E. Brown Seconded by: C. Robinson CARRIED
4. Guests & Agendas
 - 4.1. The Board welcomed Mayor Maloney as a guest for the meeting. Mayor Maloney extended his thanks to each of the Board members for all of the work they do on behalf of the library and the community.
 - 4.2. The Board welcomed Paul Judson, Director of Finance/Treasurer, with the Town of Bracebridge. P. Judson discussed the status of the library budget in relation to surpluses and/or shortfalls. P. Judson also extended his kudos to E. Brown for all of her efforts on the Community Fundraising Committee for the Muskoka Lumber Community Centre.
5. Consent agenda
 - 5.1. Approval of the Minutes of the May 2023 Meeting
 - 5.2. Ad hoc/Standing Committee Reports - none
 - 5.3. Board Chair Report - none
 - 5.4. Friends of the Library - none
 - 5.5. OLS Trustee Report - none

Motion to approve the consent agenda.
Moved by: A. McLeod Seconded by: D. Smith CARRIED
6. Board Professional Development/Education
 - 6.1. Harassment Policy Review (OP-25) & (OP-24) Violence in the Workplace Policy
J. Wolochatiuk explained that these policies must be reviewed annually by all. All Board members were to review the policies before July 31st, 2023 and inform C. Bergstrom upon completion.
 - 6.2. Voting on Motions
J. Wolochatiuk discussed voting on motions highlighting that the Chair and acting chair can vote with the other members of the board; In the event of a tie vote the vote is deemed to be negative; When a motion is on the table to defer, it takes a majority vote to defer. If a motion doesn't get deferred the board goes back to the original motion and votes.
7. New Business
 - 7.1. Appointment to Committees
 - 7.1.1. Friends of the Library
E. Brown nominated C. Robinson as the and D. Smith Seconded.

C. Robinson Accepted

7.1.2. Board Committees

A. McLeod requested a transfer to the Fundraising committee from the policy committee to provide additional Board member support.

E. Brown nominated C. Robinson as a member of the Finance Committee. C. Robinson accepted.

Motion to add A. McLeod to the Fundraising Committee from the Policy Committee

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

Motion to add C. Robinson to the Finance Committee

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

Motion to defer the selection of the OLS trustee member to September 2023

Moved by: E. Brown Seconded by: D. Smith CARRIED

7.2 Board workplan

E. Brown and J. Wolochatiuk discussed the creation of the Board workplan and creation of a working group to lead the project. E. Brown and C. Robinson volunteered to join the working group.

8. Business arising

8.1. MOU update

C. Bergstrom explained that the Library would be working closely with the CAO to develop a full spectrum MOU. B. Hutchinson and J. Wolochatiuk would be part of the working group for the Board. A full MOU would be reviewed by the Board before execution.

9. Library Expansion & Fundraising Update

C. Bergstrom reminded Board members about the scheduled site-walk of the new library in September, noting that online training and personal protective equipment is required for all attending the site-walk.

10. Correspondence – none

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

E. Brown inquired about the costs for the design of the children's area. C. Bergstrom noted that the scope of the project had been provided to the vendor. Designs and costing were expected back in September or October.

12. Financial Committee Report

12.1. C. Bergstrom reviewed the previously supplied finance committee report.

Motion to approve the March 2023 (Q1) Financial Statement.

Moved by: A. McLeod Second: E. Brown CARRIED

The Finance Committee discussed Phase 2 of the Library's organizational restructuring and the staffing necessary for the opening of the Library in the new Coulson Family Bracebridge Library at the Muskoka Lumber Community Centre.

Motion to approve Phase 2 of the Library's organizational restructuring and direct the CEO to prepare a staff report to Council outlining the library's staffing requirements for 2024.

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

13. Fundraising Committee Report.

E. Brown provided a summary of the fundraising committee's activities and current goals.

14. Policy Committee Report

14.1. FN-01: Vision, Mission & Values

Motion to approve the updated policy FN-01: Vision, Mission & Values.

Moved by: A.McLeod Seconded by: E. Brown CARRIED

14.2. BL-01: Library Board Authority, Composition & Responsibility

Motion to approve BL-01: Library Board Authority, Composition & Responsibility, as amended.

Moved by: E. Brown Seconded by: D.Smith CARRIED

14.3. OP-10: Accessible & General Customer Service.

Motion to approve OP-10: Accessible & General Customer Service, as amended.

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

15. Date of next meeting – Tuesday, September 12th, 2023 @7pm Location: 1st Floor of the Bracebridge Library.

16. Adjournment 8:58pm.