

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, September 12, 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, B. Hutchinson, A. King, C. Bergstrom
(CEO)

Regrets: C. Robinson

1. The meeting was called to order by the Chair, J. Wolochatiuk, at 7:02pm
2. Land Acknowledgement
3. Welcome to A. King – J. Wolochatiuk welcomed A. King to the Library Board.
4. Approval of the amended agenda
Moved by: E. Brown Seconded by: C. Robinson CARRIED
5. Guests & Agendas - none
6. Consent agenda
 - 6.1. Approval of the Minutes of the June 2023 Meeting
 - 6.2. Ad hoc/Standing Committee Reports - none
 - 6.3. Board Chair Report - none
 - 6.4. Friends of the Library - none
 - 6.5. OLS Trustee Report - noneMotion to approve the consent agenda.
Moved by: A. McLeod Seconded by: D. Smith CARRIED
7. Board Professional Development/Education
 - 7.1. J. Wolochatiuk walked the Board through the Health & Safety Policy Statement Annual Review.
8. New Business - none
9. Business arising
 - 9.1. MOU update – C. Bergstrom, J. Wolochatiuk and B. Hutchinson to meet with Town representatives on the portion of the future MOU related to the use of the new Coulson Family Bracebridge Library in the Muskoka Lumber Community Centre. The group will report back to the Board.
 - 9.2. Board Member workplan update – C. Bergstrom to provide feedback and information to E. Brown as requested. E. Brown to provide updates at October or November Board meeting.
 - 9.3. Board Matrix – J. Wolochatiuk discussed the need to create a matrix of skill sets that would be valuable in future board members to aide in future recruitment.

10. Library Expansion & Fundraising Update -
 - C. Bergstrom provided an update about the current construction status of the new Coulson Family Bracebridge Library and reminded Board members about the scheduled site-walk of the new library on September 22, 2023, noting that personal protective equipment is required for all attending the site-walk.
11. Correspondence – none
12. CEO Report – C. Bergstrom reviewed the previously supplied CEO report.
13. Financial Committee Report
 - C. Bergstrom discussed the creation of an RFP for the janitorial services at the new Coulson Family Bracebridge Library. Draft RFP to be reviewed by the Finance Committee and brought to the Board for approval at the October 2023 meeting.
14. Fundraising Committee Report.
 - E. Brown provided a summary of the fundraising committee’s activities and current goals.
15. Policy Committee Report
 - 15.1. OP-06: Interlibrary Loans & Resource Sharing
 - Motion to approve the updated policy OP-06: Interlibrary Loans & Resource Sharing.
 Moved by: B. Hutchinson Seconded by: D. Smith CARRIED
 - 15.2. OP-47: Health & Safety Policy Statement
 - Motion to approve the updated policy OP-47: Health & Safety Policy Statement
 Moved by: E. Brown Seconded by: A. McLeod CARRIED
 - 15.3. OP-19: Room Rentals
 - Motion to approve the updated policy OP-19: Room Rentals
 Moved by: B. Hutchinson Seconded by: E. Brown CARRIED
 - 15.4. FN-03: Inclusion, Diversity, Equity and Accessibility (IDEA)
 - Motion to approve the updated policy FN-03: Inclusion, Diversity, Equity and Accessibility (IDEA)
 Moved by: A. King Seconded by: J. Wolochatiuk CARRIED
12. Date of next meeting – Tuesday, October 10th, 2023 @7pm Location: 1st Floor of the Bracebridge Library.
13. Adjournment 8:58pm.