

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, December 12, 2023, at 7 pm via Zoom

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, B. Hutchinson, A. King, C. Robinson, C. Bergstrom (CEO)

Regrets:

1. Call to order by the Chair: 6:58pm
2. Land Acknowledgement – D. Smith

"We would like to begin by acknowledging that the Bracebridge Library is on the traditional territory of the Anishinaabe – specifically the Ojibway, the Chippewa, and the Algonquin peoples. This land was a part of the 1923 Williams Treaties. We recognize and appreciate the historic and present contributions that First Nations, Metis, and Inuit people have made to our town and our country. We challenge everyone here today to seek out knowledge and take actions toward real truth and reconciliation in support of our commitment to wellness for all, and to walking the path together in respect, peace, and harmony for future generations."

3. Approval of the agenda

Motion to approve the amended agenda.

Moved by: B. Hutchinson Seconded: D. Smith CARRIED

4. Guests & Delegations -- none

5. Consent agenda

- a. Approval of the Minutes of the October 2023 Meeting
- b. Ad hoc/Standing Committee Reports - none.
- c. Board Chair Report - none
- d. Friends of the Library - none
- e. OLS Trustee Report - none

Motion to approve the Consent Agenda

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

6. Board Professional Development/Education – J. Wolochatiuk asked all Board members to spend 15 minutes exploring the Libby app before the December Board meeting, to ensure all members are aware of the excellent resource offered by the Library. Board members were also asked to review coming library programs and attend at least 1, as this provides a better experience and understanding of what is happening at the Library. B. Hutchinson highlighted that Board member participation at events and programs will be included in the Library's accreditation submission.

7. New Business

- 7.1 OLS Trustee Meeting Summary – E. Brown, C. Robinson and A. King all attended the recent OLS sessions. They all shared the fabulous resources and services offered by the OLS and highlighted the following quote from the meeting "Public Libraries exist to save people money, not to make people money".

C. Robinson volunteered to be the Library Board's official OLS Trustee representative.

Motion for C. Robinson to become the Bracebridge Library Board's official OLS Trustee Representative.

Moved by: A. King Seconded: J. Wolochatiuk CARRIED

8. Business arising

8.1 MOU update – C. Bergstrom shared that the working group hoped to have a draft of the MOU back from the Town legal representative and agreed upon for early 2023. J. Wolochatiuk noted that it would be presented to the Board for review/approval before signing. Board work plan, with a potential draft being ready for January of 2024.

8.2 Board Member workplan update – A. King walked the Board through the progress on developing a formal workplan for the Board, including sharing sample documents. The working group's goal is to have a chat with complete content for Board approval in Q1 of 2024.

E. Brown reminded the Board that this is for Board work only and should not flow into Library operations. E. Brown also shared kudos to A. King for all her hard in preparing these documents. C. Bergstrom to upload all documents to the Board portal for review/feedback.

9 Library Expansion & Fundraising Update: C. Bergstrom provided an update on the status of the construction of the Coulson Family Bracebridge Library and the plans for a fundraising gala and farewell event at the current Carnegie Library in February 2024. D. Smith noted a possible date conflict with a Rotary event. C. Bergstrom to follow-up.

10 Correspondence - none

11 CEO Report – C. Bergstrom reviewed the previously supplied CEO report. J. Wolochatiuk shared her opinion that the Murder Mystery event was over the top and very well done. B. Hutchinson highlighted the recognition the event gained outside of Bracebridge and the mention in the OLS newsletter and contacts from other libraries about the event. The Board shared kudos to the staff in thinking outside their box for the reverse trick-or-treating and dinosaur costumes which garnered a wealth of publicity throughout the community.

12 Financial Committee Report

12.1 Q3 Financial Statement

Motion to approve the Q3 2023 operating statement.

Moved by: B. Hutchinson Second: C. Robinson CARRIED

12.2 Draft 2024 Budget

Motion to approve the draft 2024 Budget and for the CEO to proceed with submitting it to the Town and create the associated budget narrative document.

Moved by: C. Robinson Second: E. Brown CARRIED

13 Fundraising Committee Report

14 Policy Committee Report

14.1 GOV-12: Board CEO Partnership

Motion to approve the merged and updated GOV-12: Board CEO Partnership

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

14.2 OP-47: Employee Recognition

Motion to approve the updated policy OP-47: Employee Recognition

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

14.3 OP-43: Partnerships & Sponsorships

Motion to approve the updated policy OP-43: Partnerships & Sponsorships

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

14.4 OP-38: Employee and Volunteer Code of Conduct

Motion to approve the updated policy OP-38: Employee and Volunteer Code of Conduct

Moved by: E. Brown Second: C. Robinson CARRIED

15 Date of next meeting – Tuesday, December 12th @ 7pm – Bracebridge Library

16 Adjournment 9:02pm