

B. Hutchinson discussed the previously supplied document and the process that was underway with the Town of Bracebridge, as per the Public Libraries Act, in recruiting for the vacant Library Board seat. She highlighted the strides that the Board and Town have made together in recruiting members, including the Board holding information sessions in past and the creation of the Board Skills Matrix by the Board and CEO with desired skill sets for Board members. B. Hutchinson stated that in the future, information sessions and interviews for Board members will be valuable but would have to be coordinated with the Town's current documented procedures.

C. Robinson inquired about creating a generic job description for Board members for future recruitment.

B. Hutchinson and C. Bergstrom noted that the Town of Bracebridge has been helpful and supportive of having a fully engaged and functional Board reiterating we are not appointed in a similar manner to a standard Town committee, yet acknowledging the Town still has a role to play

D. Smith inquired about the ability to interview for this current round of Board recruitment. C. Bergstrom noted that this was not possible at this time as it was not part of the established and approved process developed with the Town.

B. Hutchinson clarified that all applicants to the Board would be scored by the CEO against the Board created and approved Skills Matrix to determine the best fit for the vacant board seat. The scoring results would be provided to the Town Clerk as a recommendation from the Board, utilizing our Matrix.

7. New Business - none

8. Business arising

8.1 Committee Reassignments

B. Hutchinson discussed the vacant seat on the Library Board and the resulting vacancies on a variety of Board committees. She noted that E. Brown taught us all how to give back and how to branch out into areas where you may not have expertise but can still make a difference.

New Committee Membership to be as follows:

- Policy
 - Crystal, Leah, Barb, Audrey
- Finance
 - Crystal, Barb, Joanne, new member
- Strategic Planning
 - Barb, Joanne, Don, Lorraine, new member
- Board Workplan / Advocacy
 - Lorraine, Carol Ann
- IT Review
 - Crystal and staff, Barb, Carol Anne
- CEO Annual Performance Review
 - Joanne, Audrey, Don
- Fundraising
 - Crystal and staff, board volunteer(s) opportunity!

14. Policy Committee Report

14.1 OP-04: Library Membership & Circulation

Motion to approve the combination of OP-04 and OP-05 into a new updated policy entitled OP-04: Library Membership and Circulation.

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

14.2 GOV-06: Board Advocacy

Motion to approve the updated policy GOV-06: Board Advocacy

Moved by: L. Boucher Seconded by: C. Robinson CARRIED

14.3 GOV-16: Financial Oversight & Control

Motion to approve the amended and updated policy GOV-16: Financial Oversight & Control

Moved by: L. Boucher Seconded by: C. Robinson CARRIED

14.4 OP-36: Privacy, Confidentiality, Access to Information and Electronic Messages

Motion to approve the updated policy OP-36: Privacy, Confidentiality, Access to Information and Electronic Messages.

Moved by: A. King Seconded by: C. Robinson CARRIED

15. Date of next meeting – March 25th @ 1pm at the Coulson Family Bracebridge Library

16. Adjournment – 3:02pm