

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Thursday, January 14, 2025 @ 1:00pm

Location: Coulson Family Bracebridge Library in the Lyle and Margaret Cathcart Boardroom

MINUTES

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

Mission: To enrich, empower and inspire our community.

Present: B. Hutchinson, J. Wolochatiuk, D. Smith, C. Robinson, A. King, L. Boucher, C. Bergstrom (CEO)

Regrets: E. Brown

1. Call to order by the Chair, B. Hutchinson at 1:01pm

2. Land Acknowledgement – B. Hutchinson

“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 January 14, 2025 amended agenda.

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

4. Guests & Delegations – none

5. Consent agenda

- a. Approval of the Minutes of the December 2024 Meeting
- b. Ad hoc/Standing Committee Reports - none
- c. Board Chair Report - none
- d. OLS Trustee Report – none

Motion to approve the consent agenda.

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

6. Board Professional Development/Education

- a. Super Conference 2025 – C. Bergstrom discussed the coming library conference and the value to staff and board members. B. Hutchinson noted what a great experience for learning and networking it was and encouraged board members to explore it as an option in coming years.

7. CLOSED SESSION

Motion to move to closed session due to information about an identifiable individual

Moved by: D. Smith Seconded by: J. Wolochatiuk CARRIED

Motion to rise to from closed session

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

CARRIED

8. New Business

7.1 Restructuring of the Organizational Chart

C. Bergstrom discussed the proposed organizational restructuring to reflect the operations of the Library in the new facility and in accommodating the unpredictable increase in volume of use of the facility, collections and programming. Board members noted that they would like to see more fulltime roles in future years as opposed to parttime roles to better support the staff and community.

B. Hutchinson explained the clear division between operations and governance, and how it was very responsive to see proposed changes to meet the everchanging needs of the library and community.

Next steps are to take the proposed changes and associated jobs to an external consultant for review and placement on the library grid.

Motion to approve taking the proposed 2025 Organizational Chart to the consultant for next steps in reorganization for 2025.

Moved by: D. Smith Seconded by: L. Boucher CARRIED

9. Business arising

a. Strat Plan Working Group

B. Hutchinson explained that there was no changes to report from this committee. Board members were requested to send any feedback on the proposed changes to her and once approved by the Board as a whole, it would be provided to the CEO for formatting.

10. Library Facility Update

a. Roof leaks and Deficiencies

The Board expressed their gratitude for the staff at their efficiency in getting everyone out of the building in a timely fashion with the roofing incident.

11. Correspondence – Santa for Seniors

C. Bergstrom shared letters of thanks from the community for the Santa for Seniors program the Library coordinated.

12. CEO Report – attached

C. Bergstrom reviewed the previously supplied report. L. Boucher asked if at the next board meeting if some staff kudos from staff meetings could be shared. C. Bergstrom to bring some to following meetings to share the successes and support of the staff.

C. Bergstrom noted that the library staff were seeing an increase in individuals leaving children unattended in the Library, so would be revisiting the policy soon to address this concern.

D. Smith voiced support for the idea of all staff having an individual professional development plan and briefly discussed the Library's Tik Tok videos and viral nature of one particular video that had reached 5.5 million views at the time of the meeting.

13. Financial Committee Report – attached

B. Hutchinson explained that the committee met to ensure regular review, but that no actions were needed at this time.

14. Policy Committee Report –
 - a. OP-01: Hours of Operation

Motion to approve the updated policy OP-01: Hours of Operation.

Moved by: L. Boucher

Seconded: A. King

CARRIED

15. Board Work Plan Working Group Update
 - a. Work Plan 2024 status and plan for 2025
 - A. King requested that any changes for the 2024 workplan be sent along so she could close out the year.
 - b. Board Committee Rotations
 - B. Hutchinson discussed the various board committees and rotating members through them periodically so all members got first-hand knowledge of the various roles and how they impact the library. All members were requested to share any interests with B. Hutchinson who would then be working on committee reassignments for an upcoming meeting.
16. CEO Review Ad-Hoc Committee Update. J. Wolochatiuk explained that the committee had met to start the planning process. Their initial thoughts were that in the 4-year cycle of a board term - evaluation will be a 360. They will meet again in the coming days to continue their work.
17. Date of next meeting – February 11th @ 1pm at the Coulson Family Bracebridge Library
18. Adjournment – 2:44pm