

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, November 11, 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 D. Smith, A. King, L. Boucher, C. Robinson, B. Glass, R. McKinnon

C. Bergstrom (CEO)

Regrets:

1. Call to order by Chair, B. Hutchinson, at 1:30pm
2. Land Acknowledgement – B. Glass

“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. Declaration(s) of Pecuniary Interests - none
4. Guests & Delegations – None
5. Consent agenda
 - 5.1. Receiving of the Minutes of the October 2025 Meeting
 - 5.2. Ad hoc/Standing Committee Reports - none
 - 5.3. Board Chair Report - none
 - 5.4. OLS Trustee Report – pulled from consent agenda

Motion BM-2025-11-01 that the Items identified as Consent Items on the November 11, 2025, Bracebridge Library Board Meeting Agenda, be adopted.

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

CARRIED

6. Board Professional Development/Education – board members to complete two surveys that will be sent via email related to Board self-evaluation.
7. New Business - none
8. Business arising

8.1. Board Annual Performance Review

9. Library Deficiencies Update

10. Correspondence – none

11. Council Rep Update – D. Smith

12. OLS Trustee Report - C. Robinson

13. CEO Report

14. Board Workplan Report – L. Boucher

14.1. Terms of Reference review

Motion BM-2025-11-02 to approve the Terms of Reference for the Bracebridge Library Board Advocacy and Workplan Committee

Moved by: C. Robinson Seconded by: B. Glass CARRIED

15. Financial Committee Report

15.1. Approval of Q3 2025 Financial Statement

Motion BM-2025-11-03 to approve the Q3 2025 Bracebridge Library Financial Statement

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

16. Policy Committee Report – attached

16.1. GOV-07: Board Orientation, Training and Evaluation

Motion BM-2025-11-04 to approve the updated policy GOV-07: Board Orientation, Training and Evaluation

Moved by: B. Glass Seconded by: L. Boucher CARRIED

16.2. OP-32: Health & Safety of Staff

Motion BM-2025-11-05 to approve the updated policy OP-32: Health & Safety of Staff

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

16.3. OP-38: Employee & Volunteer Code of Conduct

Motion BM-2025-11-06 to approve the updated policy OP-38: Employee & Volunteer Code of Conduct.

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

17. Date of next meeting – December 9th, 2025 @ 1pm – Holiday Celebration.

18. Adjournment 2:24pm