

Bracebridge Public Library Board Meeting
Tuesday, April 11, 2017 at 7 p.m.
MINUTES

Present: A. Freer (Chair), T. Henderson, B. Hutchinson, L. Jacob, P. Schofield, M. Mayes-Stewart, C. Wilson, C. Rodney (CEO)

Regrets: T. Barker, C.A. Robinson

1. Call to Order by the Chair:

The meeting was called to order at 7:00 p.m.

2. Approval of the Agenda:

Motion: To accept the agenda for April 11, 2017

Moved by: M. Mayes-Stewart, seconded by T. Henderson. CARRIED

3. Delegation/guests: None

4. Approval of the Minutes of the previous meeting:

Motion: To accept the minutes of Tuesday March 14, 2017

Moved by: L. Jacob, seconded by C. Wilson. CARRIED

5. Business Arising:

5.1 Evacuation chair: C. Rodney confirmed that no municipal building currently has a special evacuation chair.

5.2 Syrian refugee families: A. Freer gave an update on the new Syrian families in the community. C. Rodney noted that a few appropriate books are on order and will be presented to each family

5.3 Library Trustees Meeting: The next meeting will be Saturday, April 29 at 9:30am in Huntsville. L. Jacob will be attending. If anyone else would like to attend please let her know so she can inform the organizers. One of the topics will be Board evaluations.

6. Correspondence: None

7. Ad hoc/Standing Committee Reports:

7.1 Friends of the Library – A. Freer: The “Edible Book Festival” event was a great success with 20 entries. An interesting article and pictures were published in the Examiner.

7.2 Policy Committee – Facilities Use #4 – Acceptable Computer & Electronic Devices Use:

Motion: That Facilities Use #4 – Acceptable Computer & Electronic Devices Use be approved

Moved by: M. Mayes-Stewart, seconded by P. Schofield. CARRIED

8. CEO Report: The Library continues to provide programs with a tie-in to the Canada 150 theme; this month Katya Riley from Brooklands Farm gave a very informative talk aimed at an adult audience. The CEO attended a webinar on the Canadian Anti-Spam Legislation (CASL); as recommended, a policy will be developed for our library.

9. Financial Report:

9.1 First quarter financial statement for approval:

Motion: To approve the first quarter financial statement
Moved by: T. Henderson, seconded by B. Hutchinson. CARRIED

10. New Business:

10.1 OLA Superconference – T. Barker - Due to absence, T. Barker has provided brief comments on highlights from the conference: Regarding a new building, it is important to incorporate LEEDS (Leadership in Energy and Environmental Design) into the construction process, using things like gray water collection for toilets, water for grass, plants, etc. and electric car charger stations. Also good if able to integrate with the trail network. Regarding funding, we should consider a Company Sponsorships policy. More acknowledgement of sponsorship through signage. Identify who our competition is. Who else is looking for money? When looking for donations it is important to identify who your target audience is. It's a mistake to cast the net too wide. Importance of networking with the Chamber, Rotary, Town meetings, etc. Try to make your request for donations personal and unique. Go for groups that are natural fit, for example printing companies.

10.2 2016 Annual Report – Discussion regarding the report resulted in Board opinion that it should be presented to Council as a Board report. Concern was expressed that presentation as a staff report similar to other Town departments diminished the Board's role and responsibilities.

Motion: To accept the Bracebridge Public Library Annual Report for 2016 as presented.
Moved by: M. Mayes-Stewart, seconded by T. Henderson. CARRIED

10.3 Outreach - C. Rodney identified the various methods for outreach in the community currently used by the Library: Visiting Library Service for people who have mobility issues that prevent them from attending the Library; Library promotion booth at the Fall Fair; participation in the Muskoka Family Literacy Group events; Library displays at Sportsplex events; and Library displays at the annual Get Ready for Kindergarten event organized by the District of Muskoka. The Children & Youth Services Librarian has plans to visit the local high schools next fall to connect with students and staff; she will also seek out opportunities to speak to Parent Councils to promote the Library's resources. Staff will work on a generic pamphlet for newcomers that can be distributed to realtors and the Chamber of Commerce. Further consideration will be given to more library involvement at the seniors' residences. It was noted that the level of any outreach is dependent on having sufficient staff.

10.4 Library research by Board members – A. Freer spoke about recent articles regarding the Toronto Public Library's one year trial regarding library hours at two small libraries, Swansea and Todmorden, both located in community centres. These libraries are now open for 28 hours a week with staffed services available. The plan is to expand to 65.5 hours with 37.5 hours of these hours with no staff in attendance. This plan, to begin in the fall of 2017, raises a number of concerns about security for patrons, particularly young users, as well as a much diminished library experience. Experiments in Denmark, Ireland and other areas will be closely followed.

10.5 Staff appreciation dinner – Monday, June 5 has been suggested as a suitable date. L. Jacob has offered her home for the venue.

11. Date of Next Meeting: Tuesday, May 9 2017, 7 p.m.

13. Adjournment declared by the Chair: 8:33 pm.