

**Bracebridge Public Library Board Meeting**  
**Tuesday, June 13, 2017 at 7 p.m.**  
**MINUTES**

**Present:** A. Freer (Chair), T. Henderson, B. Hutchinson, L. Jacob, P. Schofield, C. Wilson, C.A. Robinson, C. Rodney (CEO)

**Regrets:** M. Mayes-Stewart, T. Barker

**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 June 13, 2017

Moved by: C.A. Robinson, 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 May 9, 2017

Moved by: B. Hutchinson, seconded by C. Wilson. CARRIED

**5. Business Arising:**

**5.1 Board self-evaluation:** A. Freer went through the results of the self-evaluation. The Board members as a whole felt that this evaluation was not as useful as they had hoped.

**5.2 Staff appreciation dinner:** The opportunity for Staff and Board members to engage in conversation was appreciated by all. A special acknowledgement was presented to Bob Taylor, long-serving Board member and Chair. Special thanks to L. Jacob for hosting the appreciation dinner.

**6. Correspondence:**

- A letter of thanks was sent to Mary Armstrong from the Library Board.
- A note of thanks from Mary Armstrong to the Library Board for the retirement gift was received.
- A note of thanks from Ruth Holtz for the staff appreciation dinner.
- A note of thanks from John Sisson for including him in the staff appreciation dinner.

**7. Ad hoc/Standing Committee Reports:**

**7.1 Friends of the Library – A. Freer:** Scheduled events include the Annual Strawberry Social June 24<sup>th</sup>, Bake Sale June 17<sup>th</sup> and the Annual General Meeting October 11, 2017.

**7.2 Policy Committee – Facility Use #2 – Photographic, audio and video media:** The Policy Committee found this to be a challenging policy to draft. Considerable discussion took place.

Motion: That Facility Use #2 – Photographic, audio and video media be approved

Moved by: T. Henderson, seconded by C.A. Robinson. CARRIED

**8. CEO Report:** C. Rodney provided library input for the study by Sierra Planning and Management regarding an analysis of the Option #1 and Option #2 for future site location. The Board was informed that all library staff receive first aid training. After receiving 12 applications and conducting 4 interviews, Sarah Babineau was selected as the new Information and Digital Services Librarian. She will start June 19<sup>th</sup> and will be working 21 hours per week.

- 9. Financial Report:**
- 9.1 Financial statement for April distributed:**  
This is not a quarterly report so no motion is required. The I.T. support line is high because Sirsi Dynix bills us at the beginning of the year. Cleaning is improving somewhat but further quotes will be sought for the 2018 budget. A pay review will be looked at in the Fall in conjunction with the Town of Bracebridge.
- 10. New Business:**
- 10.1 Library's Canada 150 programs** – All programs this year are Canadian-themed. For example a travelogue on the Trent-Severn Waterway, year-long Passport across Canada adult reading program (read a book from each province), and a Canada Day celebrations on June 30<sup>th</sup>. Library outreach will include a booth at the Pioneer Power Show and at the Pride picnic.
- 10.2 Library Research by Board members:** Huntsville Public Library has cards with pictures on them – patrons can turn in their old cards and have them replaced with the new one (Friends are paying for this). Newmarket Public Library has a Story Pod (8x8x10 building – made by Town employees) that it sets up in the community. It operates like a little library – take a book, give a book. Board members are encouraged to bring information regarding newsworthy library items to the Board meeting, with longer articles or studies being circulated prior to the meeting.
- 10.3 Reminder of General Committee meeting June 20, 9am Council Chambers – Sierra Planning & Management report** –If anyone has questions or comments please forward them to C. Wilson. (This was later postponed to August 22, 2017.)
- 11. Date of Next Meeting:** Tuesday, September 12, 2017, 7 p.m.
- 12. Adjournment declared by the Chair:** 8:23 pm.