

**Bracebridge Public Library Board Meeting**  
**Tuesday, May 9, 2017 at 7 p.m.**  
**MINUTES**

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

**Regrets:**

**1. Call to Order by the Chair:**

The meeting was called to order at 7:03 p.m.

**2. Approval of the Agenda:**

Motion: To accept the amended agenda for May 9, 2017

Moved by: C.A. Robinson, seconded by Mike Mayes-Stewart. CARRIED

**3. Delegation/guests: None**

**4. Approval of the Minutes of the previous meeting:**

Motion: To accept the minutes of Tuesday April 11, 2017

Moved by: T. Henderson, seconded by L. Jacob. CARRIED

**5. Business Arising:**

**5.1 Syrian families:** C. Rodney, A. Freer and B. Hutchinson welcomed our first Syrian family. The parents and their toddler, Pella were presented with three carefully selected books, provided with library cards and then received a thorough tour of the library. Pella enjoyed her time in the children's department interacting with other children, something she was unable to do during the family's escape from Syria and the period in Iraq. A session for the second family is being arranged.

**5.2 Staff appreciation dinner:** The date is Monday June 5<sup>th</sup>, at L. Jacob's home. Board members are asked to arrive prior to staff who are expected between 6:15 and 6:30pm.

**6. Correspondence: None**

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

**7.1 Friends of the Library – A. Freer:** The Annual Strawberry Social is scheduled for June 24<sup>th</sup>.

**7.2 Policy Committee:** The committee continues to work diligently on the policy for Facilities Use #2 - Photographic, audio and video media

**7.3 Trustee report – L. Jacob:** Please refer to the report sent with the minutes; community partnerships were emphasized among other items. Our library is involved in a couple of partnerships: the Kill-a-Watt reader program with Lakeland power (borrow a reader and test the amount of power you are using); battery drop off (patrons bring in used batteries and when the buckets are full removal is arranged; Transit passes with the Town. The staff training budget is \$3,500 but should be about \$5,000 according to Ontario Public Library standards. There are numerous training opportunities available for staff but selections for participation are made carefully. L. Jacob will look into the possibility of staff upgrading their library credentials to a M.L.S. status through a lengthy online program. C. Rodney has arranged with our Children's and Youth Librarian about having students from the community help with tech programs such as how to use cubelets. Cubelets are technological devices that can be operated on their own or with computer programming.

**8. CEO Report:** The Friends' Edible Book Festival was a popular event with coverage in the local newspaper. Strange weather occurred in April and even a power outage. The art workshop was a success. K. Ashby is back to do Internet training for 9 weeks in the spring and will be back for another 9 weeks in the fall. After school programs are settling in. C. Rodney was not sure why there has been somewhat of a drop in circulation statistics. Some reasons could be several snow days, power outage, loss of Nipissing University students, fewer class visits and the fact that the Trillium Lakelands School Board is offering free OverDrive to its students and their parents. It was noted that initiation of ebooks for BPL patrons did not have any significant effect on circulation when they were introduced. C. Rodney was presented with a bouquet of flowers from the Board for her ten plus years of service at BPL. This was also recognized at a Town of Bracebridge event.

**9. Financial Report:**

**9.1 Financial statement for April distributed:**

Some budget lines are already close to their allotted amounts. This is because some invoices are received once a year and come at the beginning of the year rather than near the end.

**10. New Business:**

**10.1**

**Accreditation** – See L. Jacob's handout from the recent Trustee's meeting as to the SOLS philosophy regarding accreditation and the necessary policies in place before an audit. Senior Librarian R. Holtz has gone over the material and identified approximately 64 points out of 77 already in existence at BPL. The guidelines will be further analyzed as to whether or not accreditation is to be pursued.

**10.2**

**Board self-evaluation: – The Dalhousie University Method:** All Board members were to fill in their evaluations before tonight's meeting. A qualified and independent person will go over the evaluations and a report will be available at the June meeting.

**10.3**

**Library research by Board members –**

- Libraries are an important part of every community. Of interest was the situation in Saskatchewan where a cutback in library funding was later reinstated. Ireland, after a three library trial in 2014 re staffless libraries, opened more in 2016. In the first three months 119 people had their library privileges withdrawn for various infractions. A report was received from B. Hutchinson who recently visited Calgary where the central library is being constructed over the new C-train terminal.
- The report on the pros and cons regarding the two locations for a new library should be available reasonably soon. Operating costs, construction costs and the impact on the downtown area will be among the items included in the report. Board members will be notified when a date has been set and members are encouraged to attend this meeting.
- Every event we have this year is tied into Canada 150. Some things we have done are Read Across Canada (adult reading contest), travelogue on the Yukon, Maple Syrup event, Canadian landscape art workshop, growing Native Plants, and author readings, with more to come. The Horticultural Society has planted red and white tulips in our gardens.
- Next year will be the 110<sup>th</sup> anniversary of the library. We would like to hold a special event to celebrate. All ideas are welcome.

**11.**

**Date of Next Meeting:** Tuesday, June 13, 2017, 7 p.m.

**12.**

**Adjournment declared by the Chair:** 8:30 pm.