

**Bracebridge Public Library Board Meeting**  
**Tuesday, October 14, 2014 at 7 p.m.**  
**MINUTES**

**Present:** A. Freer (Acting Chair), L. Jacob, C. MacDougall, P. Schofield, B. Taylor, and C. Rodney (C.E.O.)

**Regrets:** L. Giaschi-Pacini, M. Mayes-Stewart, B. Slocum, M. Wilk

**1. Call to Order by the Acting Chair**  
The meeting was called to order at 7:05 p.m.

**2. Approval of the Agenda:**  
Amendments 1) add 2015 Proposed staffing increases to Financial Report  
2) change next meeting date to November 11  
Motion: To accept the agenda as amended for Tuesday, October 14, 2014.  
Moved by: C. MacDougall, seconded by P. Schofield. CARRIED

**3. Delegations/Guests** - None

**4. Approval of the Minutes of the previous meeting:**  
Motion: To accept the minutes of the Tuesday, September 9, 2014 meeting.  
Moved by: L. Jacob, seconded by B. Taylor. CARRIED

**5. Business Arising:**

**5.1 Library Board succession planning:** We will be offering an information night for prospective new Board members on November 25, 7pm. The Town will announce when Board application and Terms of Reference forms will be available on the Town website, as well as the closing date for applications.

**6. Correspondence:** None

**7. Ad hoc/Standing Sub-Committee Reports:**  
**Friends of the Library:** A. Freer reported that the Friends will be having their Annual General Meeting following the Library's Expansion Promotion presentation. The Friends have offered to provide the refreshments for the event. The Friends will also make a contribution to support the Human Library Event to be held in the library on October 25.

**7.2 Policy Committee:** P. Schofield presented the Library's Personnel Policy #3 – Hiring review and approval. The term "seniority" was replaced with "length of service". Discussion took place regarding the section on *Background or Guiding Principles*, with no further amendments.

Motion: To approve Personnel Policy #3 – Hiring as amended.  
Moved: P. Schofield, seconded by B. Taylor. CARRIED

**7.3 Expansion Promotion Committee:** C. Rodney and A. Freer will present the Expansion Promotion Powerpoint to the public in the library on October, 20 at 7pm. A presentation of the Powerpoint has been booked for the Rotary Club on November 21.

**8. CEO Report:**  
C. Rodney gave a report of library activities during September.

**9. Financial Report:**

Financial report to the end of September 2014 was presented to the Board.

Motion: To approve third quarter financial statement.

Moved by: B. Taylor, seconded by C. MacDougall. CARRIED

We have received a request from Correction Services Canada (CSC) to reduce our contract for library service at Beaver Creek Institution – Medium by \$9,453. A letter has been sent to CSC asking that they reconsider the cut. The Library CEO is currently trying to determine the best way to minimize the subsequent loss of hours for library staff as well as inmate access.

Finance Committee presented proposed staffing increases for the 2015 budget.

Motion: To accept staffing increases for 2015 that will be submitted to Town Council.

Moved by: B. Taylor, seconded by C. MacDougall, CARRIED

**10. New Business:**

**10.1 Bob Jones retires:** After many years of acting as General Contractor for various library repairs, Bob Jones is retiring. Library CEO was directed to send a letter of thanks for his service.

**10.2 Board members' reports:** It was highly recommended that all Library Board members listen to the CBC Cross Country Checkup program, *The Future of Libraries*, that was aired on September 28. It can be found at <http://www.cbc.ca/news/september-28-2014-future-of-libraries-1.2780770>. A. Freer took notes that will be distributed to the Board.

**10.3 In Camera session:**

Motion: To move into an In Camera session at 8:30pm

Moved by: B. Taylor, seconded by P. Schofield. CARRIED

Motion: To move out of In Camera session at 8:45pm

Moved by: B. Taylor, seconded by P. Schofield. CARRIED

**11. Date of Next Meeting:** Tuesday, November 11 2014, 7 p.m.

**12. Adjournment declared by the Acting Chair:** 8:45 p.m.