

**Bracebridge Public Library Board Meeting**  
**Tuesday, February 10 2015 at 7 p.m.**  
**MINUTES**

**Present:** A. Freer (Chair), T. Barker, P. Schofield, B. Taylor, C. Wilson and C. Rodney (C.E.O.)

**Regrets:** T. Henderson, L. Jacob, 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 February 10, 2015 as amended to include: 5.3  
Report on the OLA Superconference

Moved by: B. Taylor, seconded by T. Barker. CARRIED

**3. Delegation/guests:**

Roger and Mary Ann Audette were welcomed. Mr. Audette wanted to discuss the possibility of using his self-made library card for library transactions. The paper presented included the library barcode, a personal photo, as well as bar codes for retail and other institutions. The intent was to save space in his wallet.

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

Motion: To accept the minutes of the Tuesday, January 13, 2015 meeting.

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

**5. Business Arising:**

**5.1 Recording Secretary:** Office Manager, Carolyn Dawkins has been appointed to take on the job of recording secretary, giving the CEO a better opportunity to participate in the discussions during Board meetings.

**5.2 Strategic Plan meeting date:** Monday March 9, 2015 at 6:30 pm (6:00 for pizza) has been chosen as the time for the Strategic Plan meeting. The library closes at 6:00 on Monday evenings so this will enable staff to attend.

**5.3 OLA conference reports – T. Barker and C. Rodney**

The attendees reported on some of the highlights of the conference and felt that the seminars were excellent and very beneficial. T. Barker reported on a session dealing with social media policies, a governance session, as well as a keynote speaker. C. Rodney reported on the following: keynote speaker Corinne Hill (Library Journal's 2014 Librarian of the Year); 1 session on fundraising and 1 on marketing; John Pateman's (CEO Thunder Bay Public Library) research on evaluating public library impact and outcomes; and a session on time management.

**6. Correspondence:**

Southern Ontario Library Services (SOLS) – A letter was received reminding Boards to select a Trustee representative. The selection of a representative has been deferred until the next meeting.

- 7. Ad hoc/Standing Sub-Committee Reports:**
- 7.1 Friends of the Library:** A. Freer reported that the Friends will be having a Bargain Day book sale on February 28. There will be a Meet and Greet for members on Feb 20. The current funds of the Friends stand at \$9,855.00.
- 7.2 Policy Committee:** The committee is waiting to hear from SOLS regarding some legalities related to the Social Media policy.
- 7.3 Expansion Promotion Committee:** Previous presentations on January 15, 20 and Feb 4 were commented on. The presentations that have taken place have all been well received. The next presentation on March 18 is for the United Church Men's Breakfast Group and their guests. A new Promotion Committee needs to be formed. T. Barker and C. Wilson showed an interest in being on this committee. Selection for this committee has been deferred until the next meeting.
- 8. CEO Report:**  
Library Board received the CEO's report of library activities during January.
- Some discussion occurred about the perceived interpretation of circulation statistics which, while valuable, do not fully capture the many ongoing services the library provides to the Bracebridge community. It was agreed by Board members to add this statement to the minutes for future reference and as part of a public document.
- The November 2014 report *The Future Now: Canada's Libraries, Archives and Public Memory* from the Royal Society of Canada Expert Panel contained, among many valuable statements, these quotations.
- From Don Iveson, Mayor, City of Edmonton:  
*Our public library is a meeting place for people and ideas, a hub for strengthening individuals and communities. It is an institution that does not judge, and seeks to meet our citizens where they are, standing ready to facilitate their learning and development. It's one of the most important institutions of our city.*
- From Sandra Singh, Chief Librarian, Vancouver Public Library:  
*One patron's testimonial is worth a thousand gate counts when it comes to making the case for libraries. Librarianship isn't about gate counts, and circulation figures, but people helped, lives enriched, and communities improved.*
- 9. Financial Report:**  
Year-to-date financial statement to the end of January was presented. Presentation of the 2014 year-end statement took place. Notable budget lines with over or under-spending were explained. Total budget was over due to extra cost for roof and insurance deductible. Pay Equity has been removed from the budget, as the Town is planning a review in 2016. Town budget meeting is March 10. The Draft budget is on the Town website.
- 10. New Business:**
- 10.1 Patron using self-made library card:** A request by R. Audette to use his self-made card with the library barcode added to it was discussed by the Board. Due to security and library policy, the Board decided to decline the

acceptance of any self-made card. CEO and Board Chair will draft a letter to Mr. Audette.

Motion: To maintain the policy of the library card usage as stated on the back of the card.

Moved by: T. Barker, seconded by P. Schofield. CARRIED

**10.2 Board Development – Chapter #2 Libraries & legislation**

Due to time constraints, this was deferred until the next meeting.

**10.3 Closed Session**

Motion: To move into closed session at 9:10

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

Motion: To move out of closed session at 9:23

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

**11. Date of Next Meeting:** Tuesday, March 10, 2015, 7 p.m.

**12. Adjournment declared by the Chair:** 9:25 p.m.