

**Bracebridge Public Library Board Meeting**  
**Tuesday, June 11, 2019 at 7 p.m.**  
**MINUTES**

**Present:** B. Hutchinson (Chair), T. Sutherland, E. Brown, B. Greer, C.A. Robinson, C. Wilson, R. Hallam, P. Feist, C. Rodney (CEO)

**Regrets:**

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

The meeting was called to order at 7:02 p.m.

**2. Approval of the Agenda:**

Motion: To accept the agenda for the June 11, 2019 meeting.

Moved by: C.A. Robinson, seconded by R. Hallam. CARRIED

**3. Delegation/guests:**

**4. Acceptance of the Minutes of the Tuesday, May 9, 2019 meeting:**

Motion: To accept the minutes of the Tuesday May 9, 2019 meeting

Moved by: P. Feist, seconded by T. Sutherland. CARRIED

**5. Business Arising:**

**5.1 Annual Institute on the Library as Place in Ottawa on July 10-11:**

Unfortunately due to the timing of this event no one from the Library Board is able to attend this year. C. Rodney will check to see if we will have access to any of the presentations online.

**5.2 Cuts to SOLS budget – memo to Council:** Concerns regarding the funding cut have been expressed by many libraries. The provincial government has not added any funding back to either SOLS or OLS-N operating budgets. The courier service will not be reinstated; libraries will now use Canada Post for deliveries. SOLS reviewed their remaining budget after making cuts which included the courier service and 5 other staff positions. There will be a small amount of money available in their budget to reimburse libraries for a portion of their postage (based on the amount of lending). It will probably be at least a year before we see the whole effect of this cut. Although the VDX system resumed in June, all the Muskoka libraries have made a decision to resume ILL service July 2. The Board resolution from the last meeting did not make it onto the last Council agenda; therefore, an amendment will be made to update the resolution before resubmitting. It was noted that any time the Library is on the General Committee agenda it is advisable for Board members to attend. Members will be informed of those dates by the CEO or Board Chair.

**5.3 Long Service Awards – rescheduled to June 12, 7 pm, Council Chambers:** Board members are encouraged to attend, as 2 Library staff members will receive their service pins.

**6. Correspondence:** None

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

**7.1 Friends of the Library – P. Feist:** The FoBPL now have a total of \$20,000 in their bank account. The CEO makes requests to the Friends for funding of various expenses that help stretch our budget dollars. There are several events coming up such as a Father's Day book sale (with \$5 mystery grab bags), Book and Cookie sale and also Midnight Madness.

**7.2 Policy Committee: - Statement of Authority & Powers of the Board  
- Composition of the Board  
- Transparency**

Due to a change in the SOLS checklist of recommended library policies, the Committee has assigned a temporary number to each reviewed policy that will be changed in the future as we align our numbering system with theirs.

Motion: To approve By-Law #19-1 Statement of Authority & Powers of the Board.  
Moved by: C.A. Robinson, seconded by R. Hallam. CARRIED

Motion: To approve By-Law #19-2 Composition of the Board.  
Moved by: C.A. Robinson, seconded by E. Brown. CARRIED

Motion: To approve By-Law #19-3 Transparency.  
Moved by: C.A. Robinson, seconded by P. Feist. CARRIED

**7.3 SOLS Trustee Representative – T. Sutherland:** No updates to report.

**8. CEO Report:** The report was circulated to all Board members before the meeting. Some highlights of the report include a very good turn out to our Cannabis Information Night which had great presenters, as well as an interesting session regarding Traumatic Brain Injury. The work to install a new elevator is proving to be quite a challenge. We will not be getting a full elevator (large enough to hold a stretcher) as we do not have the space, however, it will be more accessible with automatic door opener and controls. The new shaft will encroach up to 2 feet of the foyer. This project will commence in the fall. We may need to close the Library for some period of time due to the extensive work required. The attic stair will be installed either in the next three weeks or not until the fall (this item is a health and safety requirement and was included in our 2019 budget). Circulation statistics are improving.

**9. Financial Report:**

**9.1 Financial statement to the end of May distributed.**

This is not a quarterly report so there is no approval needed. There was a short discussion regarding a few of the budget lines.

**10. New Business:**

**10.1 Library advocacy:** Regarding the recent community protest march at MPP Millers office, Board members were informed that they could attend as long as they did not express opinions on behalf of the Library Board. The Muskoka libraries (Board Chairs and CEOs) have been trying to get a meeting with MPP Miller but are still waiting for a response. It was decided that the Board's level of involvement in a political issue would be discussed on a case by case basis.

**10.2 Library research by Board members:** P. Feist made note of the way libraries are connecting with their communities and serving a variety of needs by referencing the Halifax Libraries which are now distributing free feminine hygiene products.

**10.3 Action Items:** We would like to have another Board member on the Policy committee. If you are interested please let C. Rodney know. C. Wilson gave a brief update on the plans and timelines for the new facility.

**11. Date of Next Meeting:** Tuesday September 10, 2019, 7 p.m.

**12. Adjournment declared by the Chair:** 8:36 pm.