

**Bracebridge Public Library Board Meeting**  
**Tuesday, June 9, 2020 at 7 p.m.**  
**MINUTES**

Conducted via Zoom electronic forum. Public viewing enabled via  
<https://www.bracebridge.ca/en/town-services/webcasts.aspx>

**Present:** B. Hutchinson (Chair), E. Brown, C.A. Robinson, J. Wolochatiuk,  
M. Walton, C. Wilson, T. Sutherland, R. Hallam, C. Rodney (CEO)

**Regrets:** P. Feist

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

The meeting was called to order at 7:14 p.m.

**2. Approval of the Agenda:**

Motion: Motion to approve the agenda as presented for June 9, 2020.

Moved by: C.A. Robinson, Seconded by J. Wolochatiuk. CARRIED

**3. Delegations/guests: None**

**4. Consent agenda**

**4.1 Approval of the Minutes of the Tuesday, March 10 & April 14 meetings**

**4.2 Ad hoc/Standing Committee Reports**

**4.2.1 Friends of the Library**

**4.2.2 Policy Committee**

**4.2.3 SOLS Trustee Report – from T. Sutherland – SOLS/OLBA webinar**

**4.2.4 OLBA webinar report- from E. Brown**

Motion: Motion to approve the Consent Agenda as presented.

Moved by: R. Hallam, Seconded by E. Brown. CARRIED

**5. Business arising: None**

**6. CEO's Report:**

A short discussion took place. Some highlights included inventory numbers, curbside pick-up, shipments of new books, promotion and next steps in our phased re-opening plans.

**7. Financial Report:**

**7.1** Financial statement to the end of May distributed

**8. New Business:**

**8.1 Board meeting protocols:** If a Board member has something they want added to the agenda for discussion they are to forward it to B. Hutchinson and C. Rodney in advance of the meeting.

**8.2 2019 BPL Annual Report for approval**

Motion: Motion to approve the 2019 Library Annual Report as amended for distribution to Town Council.

Moved by: M. Walton, Seconded by C. Wilson. CARRIED

**8.3 Policies for approval – Governance #3 – Committees of the Board and Governance #4 – Policy Development**

Motion: Motion to approve Governance #3 – Committees of the Board as presented.

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

Motion: Motion to approve Governance #4 – Policy Development as presented.  
Moved by: M. Walton, Seconded by E. Brown. CARRIED

**8.4 Strategic Plan:** After some discussion it was decided that a committee should be struck (consisting of only Board members) to lay some groundwork. The creation of the actual plan should include all Board and staff members.

Motion: Motion to approve a Strategic Plan committee compiled of the following Board members: E. Brown, M. Walton, T. Sutherland and R. Hallam  
Moved by: R. Hallam, Seconded by J. Wolochatiuk. CARRIED

**9. Library expansion project:** There have been no Steering Committee meetings in the last 2 months. The CEO has participated in a lot of activity and detail work being done on the whole facility. The next Steering Committee is June 17, 2020.

**10. Date of Next Meeting:** Tuesday September 8, 2020, 7 p.m.

**11. Adjournment –** As all items on the agenda have been addressed Chair B. Hutchinson declared the meeting adjourned at 8:22 pm.