

Bracebridge Public Library Board Meeting
Tuesday, October 13, 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, 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 approve the agenda as presented for October 13, 2020.

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

3. Delegations/guests:

4. Consent agenda

4.1 Approval of the Minutes of the Tuesday, September 8 meeting

4.2 Ad hoc/Standing Committee Reports

4.2.1 Friends of the Library - None

4.2.2 Policy Committee – See New Business

**4.2.3 SOLS Trustee Report – Trustee virtual meeting November 14,
9:30 – 12 pm. Ask T. Sutherland for link to meeting.**

Motion: To approve the Consent Agenda as presented.

Moved by: P. Feist, Seconded by J. Wolochatiuk. CARRIED

5. Business arising: B. Hutchinson sent a letter to the Town and Council regarding the Library and moving forward now that we are not receiving the grant money. This letter is available in the Library October newsletter.

6. CEO's Report:

One highlight was the Tall Pine Tales. This popular author reading has been held annually for many years in the library but since this was not an option this year, Information & Digital Services Librarian, S. MacNeal recorded each of the authors and each recording was posted online from September 8-30. There was considerable discussion on the delay of installation of protective barriers for the Library, which is preventing the facility from opening to the public. The vendor has had difficulties procuring supplies so Library staff have reached out to another vendor regarding this project. Assistance will also be sought from Town staff regarding other sources to help expedite this vital project. Our standard method of collecting statistics has changed during the pandemic. The method of counting online "views" or "hits" varies from one online page/database/account to another. The CEO is trying to determine a way to provide the most meaningful figures that reflect patron engagement.

7. Financial Report:

7.1 Third quarter financial statement to the end of September distributed

C. Rodney gave an analysis of specific line items of interest.

Motion: To approve the third quarter financial statement as presented.

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

8. New Business:

8.1 Personnel Policy #2 – Terms of Employment:

Motion: To accept Personnel Policy #2 – Terms of Employment as presented.
Moved by: T. Sutherland, Seconded by C.A. Robinson. CARRIED

8.2 Personnel Policy #3 - Hiring:

Motion: To accept Personnel Policy #3 - Hiring as presented.
Moved by: P. Feist, Seconded by R. Hallam. CARRIED

8.3 Strategic Planning Committee report:

Committee Chair E. Brown spoke on the report which was distributed with the Board package. Due to COVID-19 and the uncertainty of the timing for the new Library facility, the committee has recommended that the full strategic plan be postponed in favour of a short-term interim planning process.

9. Library expansion project: C. Wilson gave a quick overview of the expansion project as presented to Council and highlighted the challenges of achieving a net zero energy facility.

10. Closed Session

Motion: To move into Closed session at 8:29 pm.
Moved by: C.A. Robinson, Seconded by R. Hallam. CARRIED

Motion: To move out of Closed session at 8:36 pm.
Moved by: J. Wolochatiuk, Seconded by C. Wilson. CARRIED

11. Date of Next Meeting: Tuesday November 10, 2020, 7 p.m.

11. Adjournment – As all items on the agenda were addressed Chair B. Hutchinson declared the meeting adjourned at 8:39 pm.