



**Bracebridge Public Library Board Meeting Minutes**

Date: Tuesday, April 13, 2021

Notetaker: C. Dawkins

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, C. Wilson, T. Sutherland, R. Hallam, N. Smart, M. Walton, 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 for April 13, 2021.

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, February 16 meeting**

**4.2 Ad hoc/Standing Committee Reports**

**4.2.1 Friends of the Library – No report**

**4.2.2 Policy Committee – No report**

**4.2.3 SOLS Trustee Report – No report**

Motion: To approve the Consent Agenda.

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

**5. Business arising: None**

**6. Correspondence: None**

**7. CEO's Report:**

Visiting Library co-ordinator, J. Splane has been sending out promotional posters and has started to get some response back from organizations who are willing to spread the word about this service. We continue to look for more grant money opportunities. Staff are researching Internet hotspots and what the initial capital and ongoing operating costs might be – we would need a minimum of 2 to start. We are once again only offering curbside pickup due to the province-wide stay-at-home order.

**8. Financial Report:**

**8.1 Financial statement for March - 1<sup>st</sup> quarter approval.**

C. Rodney gave a quick run down of totals to date.

Motion: To approve the 2021 first quarter financial statement as presented.

Moved by: M. Walton, Seconded by R. Hallam. CARRIED



**9. New Business:**

**9.1 2020 Library Annual Report**

C. Rodney noted that it is a very different report this year considering the lack of traditional statistics due to COVID-19. This report will be presented at the General Committee meeting by B. Hutchinson and C. Rodney on April 27th. B. Hutchinson will submit a letter on behalf of the Library Board to be read when the Annual Report is presented. It was decided that future Annual Reports would include a message from the Library Board Chair. (Since the message was prepared prior to General Committee it was added to the Annual Report submission for April 27, 2021.)

Motion: To approve the 2020 Library Annual Report as amended.  
Moved by: J. Wolochatiuk, Seconded by C. Wilson. CARRIED

**9.2 Strategic Planning Committee report:**

The Board discussed the report and the request for a motion to approve the Draft Bracebridge Public Library COVID-19 Strategic Plan. Next steps for the Committee were also discussed.

Motion: That the Library Board approve the Bracebridge Public Library COVID-19 Strategic Plan for the term January 2021-December 2021 as presented.  
Moved by: T. Sutherland, Seconded by R. Hallam. CARRIED

**10. Library expansion project:**

C. Wilson noted that there had been a Steering Committee meeting on April 13. Everything is moving along well. There has been some success in the sponsorship area.

**11. Closed Session:**

Motion: To move into closed session at 7:57 p.m.  
Moved by: C.A. Robinson, Seconded by J. Wolochatiuk. CARRIED

Motion: To move out of closed session at 8:43 p.m.  
Moved by: C.A. Robinson, Seconded by J. Wolochatiuk. CARRIED

Motion: That the Board supports the requisite wearing of masks at all times in the Library until further notice in accordance with Public Health directives.  
Moved by: R. Hallam, Seconded by M. Walton. CARRIED

**12. Date of Next Meeting: Tuesday May 11, 2021, 7 p.m.**

**13. Adjournment –** As all items on the agenda were addressed, Chair B. Hutchinson declared the meeting adjourned at 8:46 pm.