



**Bracebridge Public Library Board Meeting Minutes**

Date: Tuesday, January 12, 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 (arrived 7:11 due to technical issue), J. Wolochatiuk, M. Walton, C. Wilson, T. Sutherland, R. Hallam, C. Rodney (CEO)

**Regrets:** None

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

The meeting was called to order at 7:03 p.m.

**2. Approval of the Agenda:**

Motion: To approve the agenda for January 12, 2021 as amended.

Moved by: T. Sutherland, Seconded by J. Wolochatiuk. CARRIED

**3. Delegations/guests:**

Paul Judson, Town Treasurer.

P. Judson gave an overview of how the Town Budget process works and then answered questions from Library Board members regarding the draft 2021 budget.

**4. Consent agenda**

**4.1 Approval of the Minutes of the Tuesday, December 8 meeting**

**4.2 Ad hoc/Standing Committee Reports**

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

**4.2.2 Policy Committee – See Item 8.1**

**4.2.3 SOLS Trustee Report – No report**

Motion: To approve the Consent Agenda.

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

**5. Business arising: None**

**6. CEO's Report:**

Highlights included Staff Service Awards, return to curbside pick up and the Ontario Parks Permits that we will be loaning out.

**7. Financial Report:**

**7.1 Financial statement for December has been distributed for information.**

This is not the year-end statement. There are still invoices outstanding on 2020 expenditures that will continue to be posted until the 2020 budget closes. All Town departments are coming in under budget for 2020.

**7.2 2021 proposed Budget**

Budget day is February 9 and if required, February 11. Town Department Directors address any questions by Council regarding the department budget. While it is generally not a line-by-line discussion, any significant increases may be targeted for



further clarification. The Library Board discussed some items of interest in the proposed 2021 budget.

Motion: To approve the Draft 2021 Library budget that C. Rodney will provide and defend to Council.

Moved by: C. Wilson, Seconded by R. Hallam. CARRIED

**8. New Business:**

**8.1 Policies: Children's & Young Adult Services #1 – General Services;  
Children's & Young Adult Services #2 – Safe Child Policy**

Motion: To accept Children's & Young Adult Services #1 – General Services as presented.

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

Motion: To accept Children's & Young Adult Services #2 – Safe Child Policy as presented.

Moved by: T. Sutherland, Seconded by C.A. Robinson. CARRIED

**8.2 Strategic Planning Committee report:**

A report on the staff survey was given to all Board members. It was discussed that the next step should be a brainstorming session with the Library Board and Library Staff.

Motion: In moving forward with the approved strategic plan process, it is recommended that Board members and Library staff meet to brainstorm ways to increase awareness of the services and resources to the community available at the library during the COVID-19 period impacting the community.

Moved by: E. Brown, Seconded by M. Walton. CARRIED

**9. Library expansion project:**

There is nothing more to report at this time.

**10. Closed Session:**

Motion: To move into closed session at 8:46.

Moved by: T. Sutherland, Seconded by C.A. Robinson. CARRIED

Motion: To move out of closed session at 9:00.

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

**11. Date of Next Meeting:** Tuesday February 16, 2021, 7 p.m. (Rescheduled from February 9 due to budget deliberations)

**12. Adjournment –** As all items on the agenda were addressed, Chair B. Hutchinson declared the meeting adjourned at 9:01 pm.