

BRACEBRIDGE LIBRARY BOARD MEETING

Date: Tuesday, September 15, 2026 @ 1:00pm

Location: Coulson Family Bracebridge Library in the Lyle and Margaret Cathcart Boardroom

MINUTES

Vision: An engaged, informed, inclusive and inspired community that is anything but the ordinary.

Mission: To enrich, empower and inspire our community.

Present: A. King (Vice-Chair) C. Robinson D. Smith, L. Boucher, C. Robinson, B. Hammond, B. Glass, C. Ilczyna (staff/recording secretary)

Regrets: R. McKinnon

1. Call to order from the Vice Chair, A. King at 1:04pm

2. Land Acknowledgement – B. Glass

“We would like to begin by acknowledging that the Bracebridge Library is on the traditional territory of the Anishinaabe – specifically the Ojibway, the Chippewa, and the Algonquin peoples. This land was a part of the 1923 Williams Treaties. We recognize and appreciate the historic and present contributions that First Nations, Metis, and Inuit people have made to our town and our country. We challenge everyone here today to seek out knowledge and take actions toward real truth and reconciliation in support of our commitment to wellness for all, and to walking the path together in respect, peace, and harmony for future generations.”

3. Declaration of Direct or Indirect Conflicts of Interest - none

4. Guests & Delegations

4.1. Lori McDonald, Director of Corporate Services/Clerk, Town of Bracebridge

5. Consent agenda

5.1. Defer receipt of the June 29, 2026, meeting minutes

5.2. Receive the June 11, 2026, meeting minutes – attached

5.3. Board Chair Report – receive September 4, 2026, letter of resignation - circulated to the Board on September 4, 2026. Contains personal information.

5.4. OLS Trustee Report – receive June 15, 2026, email and attachment - circulated to the Board on June 15, 2026. To be attached to the meeting package.

Motion BM-2026-09-01 that the consent agenda items on the September 15, 2026, Bracebridge Library Meeting Agenda be adopted.

Moved by: C. Robinson

Seconded by: B. Glass

CARRIED

6. Election of the Chair

- 6.1. GOV-02: Board Meetings (June 10, 2025) provides that in the event the position of Chair becomes vacant for any reason; a new Officer shall be elected in the same manner as at the organizational meeting (s 9.6)

Nomination (C. Robinson) /Second (D. Smith) of A. King for Board Chair. A. King accepted the nomination. No further nominations.

Motion BM-2026-09-02 that the Board appoint A. King to the position of Board Chair

Moved by: C. Robinson

Seconded by: D. Smith

CARRIED

7. Election of the Vice-Chair as A. King is vacating this position to be the Board Chair
Nomination (B. Glass)/Seconded (D. Smith) of L. Boucher for Vice-Chair. L. Boucher accepted the nomination. No further nominations.

Motion BM-2026-09-03 that the Board appoint L. Boucher to the position of Vice-Chair

Moved by: C. Robinson

Seconded by: D. Smith

CARRIED

8. Board Vacancy – Board welcomed Councillor Barry Hammond

9. Board Professional Development/Education

- 9.1. IT/ SharePoint Information - Isidro (Izy) DaSilva, Library Innovation and Technical Services Manager.

10. Library Deficiencies Update – I. DaSilva

- 10.1. Main Doors

11. Correspondence

- 11.1. Received Alberta Government reply to Board's letter re: Bill 28

12. Council Rep Report – D. Smith

13. Workplace Issues – Crystal (Chrissy) Ilczyna, Client Services Manager

14. Workplan/Advocacy Committee Report – L. Boucher

- 14.1. Director Recruitment/ Returning Directors
14.2. Board Portal/SharePoint - Director training
14.3. Director Book Picks
14.4. Legacy document

15. Finance Committee Report – initially moved further down the agenda. It was then deferred to the Board's September 17, 2026, meeting.

16. Policy Committee Report

Motion BM-2026-09-04 that the Board approve the updated policy GOV-10: Policy Development .

Moved by: L. Boucher

Seconded by: C. Robinson

CARRIED

Motion BM-2026-09-05 that the Board require all staff to refamiliarize themselves with all library policies and complete the policy acknowledgment form within three (3) months of the Board informing them in writing of this requirement.

Moved by: L. Boucher

Seconded by: B. Glass

CARRIED

17. New Business

17.1. CEO & Chief Librarian Recruitment

Motion BM-2026-09-07 that the Board defer this item and discuss it at its meeting to be held on September 17, 2026, at the Bracebridge Library from 1:30pm to 3:00pm.

Moved by: D. Smith

Seconded by: L. Boucher

CARRIED

18. Closed Session – Personal/Personnel Matters

Motion BM-2026-09-08 that the Board move into closed session to discuss matters related to identifiable individuals.

Moved by: D. Smith

Seconded by: B. Hammond

CARRIED

Motion BM-2026-09-09 that the Board rise from closed session and act as decided in closed session.

Moved by: L. Boucher

Seconded by: B. Glass

CARRIED

19. Next Meeting: Tuesday, October 13, 2026, from 1:00 PM to 3:00 PM at the Coulson Family Library (Lyle & Margaret Cathcart Boardroom)

20. Adjournment: 3:46pm