

Bracebridge Public Library Board Meeting
Tuesday, June 12, 2018 at 7 p.m.
MINUTES

Present: A. Freer (Chair), B. Hutchinson, C.A. Robinson, M. Mayes-Stewart, T. Henderson, P. Schofield, C. Wilson, T. Barker, C. Rodney (CEO)

Regrets: L. Jacob,

1. Call to Order by the Chair:

The meeting was called to order at 6:57 p.m. A statement was read by the Chair which marked National Indigenous History Month in Canada.

We are gathered here this evening on the traditional territory of the Algonkian people, including those from the Chippewa and Ojibway nations. This place we call Bracebridge was shared by the Anishinaabe and Haudenosounee people of Turtle Island. We acknowledge their stewardship of this land throughout the ages.

2. Approval of the Agenda:

Motion: To accept the amended agenda for the June 12, 2018 meeting.
The agenda was accepted by consensus of those present.

3. Delegation/guests: None

4. Approval of the Minutes of the previous meeting:

Motion: To accept the amended minutes of Tuesday May 8, 2018
Moved by: T. Henderson, seconded by C.A. Robinson. CARRIED

5. Business Arising:

5.1 Staff appreciation event. It was decided that this event would be held at the Library. The chosen date is Monday September 24. More details will be discussed at the September Board meeting.

6. Correspondence: None

7. Ad hoc/Standing Committee Reports:

7.1 Friends of the Library – A. Freer: The Friends will be holding book sales on June 16, 30 and August 3.

7.2 Policy Committee – Operations #2 – Records Retention:

Motion: To approve Operations Policy #2 – Records Retention.
Moved by: B. Hutchinson, seconded by P. Schofield. CARRIED

8. CEO Report: Circulation statistics are down. There are two major factors affecting this issue; improved Netflix Canada as well as the recent absence of the Children's Librarian. A. Whipp has been off on medical leave since the beginning of March. She returned to work (graduated work week) on June 4.

9. Financial Report:

9.1 Financial statement for May distributed.

This is not a quarterly report so no motion is required. A few budget lines were discussed. C. Rodney will look into why we have used up the biggest portion of the gas utility budget.

10. New Business:

- 10.1 Update on joint facility capital financing and business operating plan:** The joint facility committee has been working with the consultants. C. Rodney is concerned about the emphasis on rental space and fees. A discussion ensued.
- 10.2 Pay equity/compensation review – special meeting July 3 at 2pm:** The pay equity/compensation review report will be presented by the consultant from Gallacher MacDowall to General Committee on the morning of July 3. The Board will have an opportunity to discuss the report and meet with the consultant at this special meeting. C. Rodney will compile a list of comparators from other libraries and circulate it to all Board members before July 3.
- 10.3 Canada Summer Jobs grant:** Regrettably, for the first time, we did not receive the Canada Summer Jobs grant this year. The Board requested that C. Rodney call our MP to see if we can find out why we didn't receive this grant. This will result in a small shortfall to our 2018 revenues but it will be offset by the lower wage compensations due to 2 staff leaves of absence this year.
- 10.4 2017 Annual Report:** The Board felt that it was an impressive report. C. Rodney will make some minor changes to the document and then recirculate it to all Board members before it is presented to Council.
- 10.5 Library research by Board members:** A. Freer encouraged all Board members to be knowledgeable about Bracebridge statistics found in the 2016 Statistics Canada report. Our mandate is to know our community and the needs that the library can address. Of particular interest are comparisons of the various demographic divisions, average income, levels of education, sole parent families and other important topics. According to C. Wilson, there are 250+ lots approved to go in by the high school in the next 2-3 years. We need to be aware of the expected growth in Bracebridge in order to better serve our community. C. Rodney will send the website for the Ontario Public Library Guidelines Seventh Edition November 2017.
- 10.6 Board member leave of absence:** A. Freer requested that the Board consider and pass a motion for leave of absence for Board member L. Jacobs.
Motion: That the Bracebridge Public Library Board grant Lynn Jacob a leave of absence until the end of the term of the present Library Board. We do so recognizing the many contributions Lynn Jacob has made to the Library Board and we wish her well at this time.
Moved by: T. Henderson, seconded by C.A. Robinson. CARRIED
- 11. Date of Next Meeting:** Tuesday, September 11, 2018, 7 p.m.
- 12. Adjournment declared by the Chair:** 8:20 p.m.