



Bracebridge Public Library Board Meeting Minutes

Date: Tuesday, December 14th, 2021

Conducted in person at the Bracebridge Public Library with remote attendance available via Zoom electronic forum.

Present: B. Hutchinson (Chair), E. Brown, J. Wolochatiuk, C. Wilson, M. Walton, C. Bergstrom (CEO), T. Sutherland (remote), N. Smart, C.A. Robinson

Regrets: R. Hallam

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 December 14, 2021

Moved by: N. Smart Seconded by: E. Brown. CARRIED

3. Delegations/guests: none

4. Consent agenda

4.1. Approval of the Minutes of the Tuesday, November 9 meeting

4.2. Ad hoc/Standing Committee Reports (none)

4.3. Board Chair Report (no report)

4.4. Friends of the Library (none)

4.5. SOLS Trustee Report (no report)

4.6. Strategic Planning Committee Report (no report)

Motion: To approve the Consent Agenda.

Moved by: C. Wilson Seconded by J.Wolochatiuk. CARRIED

5. Business arising

5.1. Rebranding Verbal Update

6. Library Expansion & Fundraising Update – B. Hutchinson provided an update to the Board on the MLCC project. E. Brown and C. Bergstrom discussed the promotional video and the expected completion date of the video. E. Brown requested that C. Wilson investigate further to determine the status of the video on behalf of the Board.

7. Correspondence: None

8. Closed Session:

Motion to go into closed session due to information about an identifiable individual

Moved by: M. Walton Seconded by C. Robinson. CARRIED

Motion to rise from closed Session

Moved by: J. Wolochatiuk Seconded by C. Wilson. CARRIED



9. CEO Report – C. Bergstrom reviewed the previously supplied CEO report. She highlighted the great efforts of the staff in the various holiday activities at the Library from the Library Float to the Santa for Seniors program. She applauded the staff for their hard work over the 2021 year, especially in light of so much change with the pandemic and change in leadership at the Library.

N. Smart inquired about the possibility of sharing the content of the CEO report with the public, as appropriate, through a venue such as a blog. C. Bergstrom agreed and stated that a blog component was to be included in the revamp of the Library website in 2022. She also said the Library would be exploring other communications such as a podcast or other alternatives as staffing allows. The proposed Marketing & Communications role would play a large role in such endeavours.

10. Financial Report:

- 10.1. November 2021 Financial Statement (for information only). C. Bergstrom discussed the provided financial statement. She noted that the error related to the Fenbrook charge was a coding error and had already been corrected.

11. Policy Committee Report

- 11.1. OP-44: Staff Use of Technology. The Board discussed the proposed new policy. It was referred back to the Policy Committee for final revisions.
- 11.2. OP-45: Friends of the Bracebridge Public Library. The Board reviewed the proposed updated to OP-45, formerly Volunteer #2.

Motion: To approve OP-45: Friends of the Bracebridge Public Library
Moved by: J. Wolochatiuk, Seconded by: E. Brown. CARRIED

12. New Business

13. Date of Next Meeting: Tuesday, January 11, 2022 @ 7pm

14. Adjournment – As all items on the agenda were addressed, Chair B. Hutchinson declared the meeting adjourned at 8:21pm.