



Minutes

The Blue Mountains Public Library Board Meeting

Meeting Date: November 16, 2017
Meeting Time: 2:00 p.m. Closed Session
 2:15 p.m. Open Session
Location: Gallery at the L.E. Shores Memorial Library & Gallery
Prepared by Dr. Sabrina Saunders, CEO

Mission: The Blue Mountains Public Library exists to enrich the lives of all members of our community by offering a wide range of materials, programs and services.

Board present: Odette Bartnicki, Councillor Bob Gamble, Laurey Gillies, Roewel Guzman, Councillor Michael Martin, Vice Chair-Maurice Pepper and Willi Wildman.

Regrets: Chair-John McKean and Ron Gray sent their regrets.

Also present: CEO-Dr. Sabrina Saunders

A. Call to Order

Vice Chair Maurice Pepper called the meeting to order.

A.1 Approval of Agenda

Moved by: Maurice Pepper

Seconded by: Odette Bartnicki

THAT the Agenda of November 16, 2017 be approved, including the following additions: F1 Board Direction; F2 Response to Correspondence; F3 Volunteer Award Nomination; F4 Museum Advisory Council; F5 Community Member Complaint; F6 Public Arts Committee. Carried.

A.2 Declaration of Pecuniary Interest and general nature thereof

None

compile and present to the By-Law Committee. This committee will return with a final draft document at the December meeting.

Moved by: Odette Bartnicki Seconded by: Roevel Guzman
THAT The Blue Mountains Public Library Board agrees that the Library has a role to play in Town Emergency Service; and that the CEO and L.E. Shore Memorial Library are both listed as having roles and functions in The Blue Mountains Emergency Response Plan; and therefore agree that a generator, automatic switch, installation, and appropriate concrete pad be included in the Town's 2018 budget. Carried

Moved by: Maurice Pepper Seconded by: Odette Bartnicki
THAT The Blue Mountains Public Library Board approve the CEO to begin discussions with the Town's Human Resources and Canada Revenue to have a Blue Mountains Public Library Business Number, separate from the Town's current Business Number. Carried

Moved by: Odette Bartnicki Seconded by: Laurey Gillies
THAT The Blue Mountains Public Library Board approve the CEO to re-key all locks in the L.E. Shore Memorial Library to a maximum of \$2,500 to be expensed in the 2017 fiscal. Carried

C.2 Library and Museum Operating Budget Variance Report, for October 31, 2017

Moved by: Michael Martin Seconded by: Bob Gamble
THAT The Blue Mountains Public Library Board approve Library and Museum consolidated Budget Variance Report as at October 31, 2017. Carried

C.3 Health and Safety Report, October 2017

Moved by: Michael Martin Seconded by: Odette Bartnicki
THAT The Blue Mountains Public Library Board receive as information the October 2017 Health and Safety. Carried

C.4 Public Services Report

Moved by: Michael Martin Seconded by: Laurey Gillies
THAT The Blue Mountains Public Library Board receive as information the Library Programs Staff Report of November 2017. Carried

C.5 Craigeith Heritage Depot Museum & Library Report

Moved by: Bob Gamble Seconded by: Odette Bartnicki
THAT The Blue Mountains Public Library Board receive as information the Craigeith Heritage Depot Staff Report of November 2017. Carried

C.6 Technical Services Report

No Report for November 2017

D. Committee Reports

D.1 AAC Committee Report

Moved by: Willi Wildman

Seconded by: Roevel Guzman

THAT The Blue Mountains Public Library Board receive as information the Arts Advisory Council Meeting Minutes of October 10, 2017. Carried

D.2 MAC Committee Report

Odette Bartnicki presented on additional agenda item (identified as F.4) requesting the CEO to follow-up with the MAC to have a brief statement of how the CHD was moved under the Library Board purview. Her memory was that a member of the MAC presented on this item at a June or July meeting. The CEO agreed to follow up and include this in a future newsletter and other publications.

Moved by: Roevel Guzman

Seconded by: Laurey Gillies

THAT The Blue Mountains Public Library Board receive as information the Museum Advisory Committee Meeting Minutes of September 19, 2017. Carried

D.3 By-Laws and Governance Committee Report

A verbal report was provided by the Committee Chair, Maurice Pepper. In this report he recommended the MOU committee be dissolved and the MOU fall under the mandate of the By-Law and Governance Committee. New membership was requested and three trustees were selected. The Terms of Reference documents were deferred until the Board accepts the template document.

Moved by: Maurice Pepper

Seconded by: Laurey Gillies

That the Blue Mountains Public Library Board accept as information the joint verbal report of the By-Law and Governance Committee and the MOU Committee. Carried

Moved by: Maurice Pepper

Seconded by: Odette Bartnicki

That the Blue Mountains Public Library Board appoint three members of Laurey Gillies, Odette Bartnicki, and Maurice Pepper to the By-Law and Governance Committee for the term of November 2017-October 2018. Carried

Moved by: Maurice Pepper

Seconded by: Odette Bartnicki

That the Blue Mountains Public Library Board include the task of MOU preparation within the mandate of the Committee; and that the MOU Ad-Hoc Committee be dissolved. Carried

Moved by: Laurey Gillies

Seconded by: Odette Bartnicki

That the Blue Mountains Public Library Board instruct the CEO to prepare a draft of the MOU, By-Laws, and Governance Statements and present these to the By-Law and Governance Committee for review and consideration. Carried

D.4 Budget Committee Report

No Report was provided as this committee has been inactive. The committee was dissolved.

Moved by: Odette Bartnicki

Seconded by: Roewel Guzman

THAT The Blue Mountains Public Library Board dissolve the Budget Committee. Carried

D.5 Strategic Plan Committee Report

New membership was requested and three trustees were selected. The Terms of Reference documents were deferred until the Board accepts the template document. The CEO will contact the committee members and select a mutually agreed upon time for the first meeting.

Moved by: Odette Bartnicki

Seconded by: Willi Wildman

THAT the Blue Mountains Public Library Board accept as information the Strategic Plan Committee Report of November 16, 2017. Carried

Moved by: Odette Bartnicki

Seconded by: Willi Wildman

That the Blue Mountains Public Library Board appoint the members of Odette Bartnicki, Laurey Gillies, and Willi Wildman to the Strategic Plan Committee for the term of November 2017-October 2018. Carried

Moved by: Maurice Pepper

Seconded by: Odette Bartnicki

THAT the Blue Mountains Public Library Board direct the CEO to work with the Strategic Plan Committee to plan a two-day Board retreat for training and planning purposes. Carried

D.6 MOU Committee Report

Joint Verbal Report made with D3 By-Law and Governance Committee where this committee was dissolved.

D.7 Signage Committee Report

Moved by: Willi Wildman

Seconded by: Michael Martin

THAT the Blue Mountains Public Library Signage Committee Report of November 16, 2017 be accepted as information. Carried

The Trustee stated that she made no commitment on behalf of the Board that meeting times would be changed during the consultation meetings, but did say that the board could consider times and locations for future meetings. As a result of the community consultations, the Strategic Planning Committee Report July 20th, 2017 Report [SPC.17/07] contained the following recommendation: "1. Consider location and times for future Library Board Meetings."

On July 20th, the Board passed a resolution to return meetings to the L.E. Shore Memorial Library & Gallery branch. No change was made to the time of meeting. Members stated that at the time of application to the Board, meetings were publicized as being at 2pm on the 3rd Thursday, that the majority of current members continue to prefer daytime meetings, and that some members have other evening obligations which would preclude their continued service to the Library Board as volunteers. A list of other nearby Library Board meetings, each scheduled for daytime, was read to illustrate that the BMPL Board is not unique in holding its meetings during daytime hours. This included:

- Collingwood PL (10am)
- Owen Sound PL (2pm)
- Meaford PL (3pm)
- Shelburne PL (2pm)
- New Tecumseh PL (9am)
- Orillia PL (3:30pm).

After discussions of official Board response, it was decided that the CEO would provide the usual receipt of correspondence notice which was completed upon receipt of the letters previously, and that no further action would occur at this time. Although the letter was addressed to an individual board member, no response would occur directly from this member. Should any further response be required, the Chair would do so.

Moved by: Willi Wildman

Seconded by: Roewel Guzman

THAT The Blue Mountains Public Library Board receive correspondence items E1 to E2; and that the Board Secretary send an acknowledgement of correspondence on behalf of the Board. Carried

F. New and Unfinished Business / Round Table

Additions to agenda: F1 Board Direction; F2 Response to Correspondence; F3 Volunteer Award Nomination; F4 Museum Advisory Council; F5 Community Member Complaint; F6 Public Arts Committee.

F.1 Addition: Board Direction

This item was handled in context during the Correspondence. Item was closed

F.2 Addition: Response to Correspondence

This item was handled in context during the Correspondence. Item was closed

F.3 Addition: Minister of Citizenship and Immigration Volunteer Award Nomination

Reason cited: *Personnel Contract*

The board moved into closed session at 2:00 pm

The board rose from closed to public session at 2:16 pm

Moved by: Maurice Pepper

Seconded by: Bob Gamble

THAT the Blue Mountains Public Library Board accept all motions duly made in the Closed Session of November 16, 2017, in accordance with section 16.1(4) of the Public Library Act.

H. Notice of Meeting Dates / Adjournment

The next Library Board Meeting will be December 21, 2017 at 2:00 pm at the Gallery of the L.E. Shore Memorial Library & Gallery.

I. Adjournment

Moved by: Odette Bartnicki

THAT this Library Board does now adjourn at 4:16 p.m. to meet again at the call of the Chair. Carried

Meeting Chair: Maurice Pepper

Dr. Sabrina ER Saunders, Board Secretary