



Minutes

The Blue Mountains Public Library Board Meeting

Meeting Date: May 18, 2017
Meeting Time: 2:00 p.m.
Location: Town Hall, Council Chambers
Prepared by: Elisa Chandler, Manager of Technical and Virtual Services

A. Call to Order

Chair John McKean called the May 18, 2017 Blue Mountains Public Library Board Meeting to order with all members of the Board present, including Councillor Michael Martin, Councillor R.J. Gamble, Lloyd Brown, Willi Wildman, Roevel Guzman, Maurice Pepper, Odette Bartnicki. Board member Ron Gray sent his regrets.

Also present: Acting CEO and Curator Andrea Wilson

Chair McKean introduced two new board members: Roevel Guzman and Odette Bartnicki. Ron Gray, also a new board member, was absent from the meeting.

- **Approval of Agenda**

Moved by: Michael Martin Seconded by: Odette Bartnicki

- THAT the Agenda of May 18, 2017 be approved as circulated, including any items added to the Agenda, being the following additions at Agenda item E.1 Discussion regarding the Memorandum of Understanding with the Town, and the Library Strategic Plan, Carried.

- **Declaration of Pecuniary Interest and general nature thereof**

None

- **Previous Minutes**

Moved by: Odette Bartnicki Seconded by: R.J. Gamble

THAT The Blue Mountains Public Library Board minutes of April 20, 2017 be approved as circulated, including any revisions to be made, Carried.

B. Deputations

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), The Blue Mountains Public Library Board wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other

Public Process are considered part of the public record. This information may be posted on the Library website and/or made available to the public upon request.

B.1 None.

C. Reports

C.1 Craigleith Heritage Depot Report, May 2017, CHD.17.06

Moved by: Maurice Pepper Seconded by: Michael Martin

THAT The Blue Mountains Public Library Board receive Curator Report CHD.17.06 entitled "Craigleith Heritage Depot Report, May 2017" as information, Carried.

C.2 Library and Depot Operating Budget Variance Report, Ending April 30, 2017

Moved by: Maurice Pepper Seconded by: R. J. Gamble

THAT The Blue Mountains Public Library Board accept the 2017 Budget Variance Report for the four months ending April 30, 2017 as it relates to the Library and the Depot, Carried.

C.3 Health and Safety Report, May 2017, HSR.17.05

Moved by: Michael Martin Seconded by: Odette Bartnicki

THAT The Blue Mountains Public Library Board receive Health and Safety Report HSR.17.05 entitled "Health and Safety Report, May 2017" as information, Carried.

C.4 Action Log, May 2017, AL.17.05

Moved by: Maurice Pepper Seconded by: Michael Martin

THAT The Blue Mountains Public Library Board approve the Report AL.17.05 entitled "Action Log, May 2017", as amended to move the "Review of Marketing and Advocacy Plans" to be included under the "Strategic Plan Review," Carried.

D. Correspondence

None

E. New and Unfinished Business

E.1 Addition to Agenda – Memorandum of Understanding with the Town

Moved by: Odette Bartnicki Seconded by: Lloyd Brown

THAT The Blue Mountains Public Library Board appoint three board members, plus Chair McKean participating *ex officio*, to work with Library CEO or designate and the Town of the Blue Mountains, on the Memorandum of Understanding with the Town, Carried.

Moved by: Odette Bartnicki Seconded by: Michael Martin

THAT The Blue Mountains Public Library Board appoint Maurice Pepper, Lloyd Brown and Roewel Guzman to the Memorandum of Understanding Review Team, Carried.

E.2 Addition to Agenda – Strategic Plan

Moved by: Roevel Guzman Seconded by: Maurice Pepper

THAT The Blue Mountains Public Library Board appoint Odette Bartnicki and Willi Wildman to the Strategic Planning Committee, with Chair McKean participating *ex officio*, Carried.

Moved by: Odette Bartnicki Seconded by: Lloyd Brown

THAT The Blue Mountains Public Library Board add a meeting to the schedule on the third Thursday of July (July 20, 2017) at 2:00 p.m., Carried.

E.3 Strategic Plan Update

The update is deferred until such time the Strategic Planning Committee meets.

E.4 Appointment of a Member of the Library Board to the Museum Advisory Committee

Moved by: Odette Bartnicki Seconded by: Lloyd Brown

THAT The Blue Mountains Public Library Board table the appointment of a Member of the Library Board to the Museum Advisory Committee to the next meeting, Carried.

E.5 Library Reserve Funds Update

Chair McKean stated that there will be a joint meeting of the Library Board and Town Council in the next couple of months to discuss the roof repairs and their payment.

Odette Bartnicki requested a finance-related workshop for new board members with Ruth Prince of the Town and the Library CEO before the joint meeting.

Chair McKean said that he will ask Ruth Prince to update new board members on the financial situation of the library.

Maurice Pepper noted that there was a mistake in the addition of the Library bank account total as of Dec 31, 2016.

Moved by: Maurice Pepper Seconded by: Michael Martin

THAT The Blue Mountains Public Library Board receive as information the update of library reserves as printed, Carried.

E.6 Round Table

There was discussion about the process of receiving community mail addressed to the board. Public board members do not have secure email and cannot receive sensitive letters electronically. Community letters addressed to the board are published in the agenda package as Correspondence, unless they are labelled "Private and Confidential" or contain harassing statements towards individuals.

Chair McKean stated that all correspondence for the library board should be delivered to the library and that this information be published on the Town and library websites. He directed the acting CEO to pick up any mail for the board delivered to town offices as usual.

F. Notice of Meeting Dates / Adjournment

The next Library Board Meeting will be June 15, 2017 in Council Chambers at 2:00 pm.

G. Adjournment

Moved by: Michael Martin Seconded by: R. J. Gamble

THAT this Library Board does now adjourn at 3:27 p.m. to meet again at the call of the Chair, Carried.