The Board Package circulated to the public via the BMPL Event Calendar included login information for both Internet access and toll-free phone access to the open Board meeting.

A. Call to Order
The Board meeting, via Microsoft Teams, was called to order by the Chair at 2:07p.m. The CEO reported regrets had been received from Rob Potter; that Odeen Probert would be joining the meeting in progress; and that all other members of the Board were present. A Moment of Reflection was observed, followed by the reading of the Indigenous Acknowledgement Statement.

A.1 Review of Teleconference procedures
The procedure for voting within a teleconference: The Chair shall call for a mover and seconder. When the question is called the Chair shall ask “all in favour” followed by “any opposed”. This is instead of a recorded vote. Any member of the Board may request a recorded vote at any time in the meeting.

B. Agenda
B.1 Approval of the Agenda
The Agenda was approved as presented.

BMPL-Resolution 2020-070
Moved by Joanne Vivona and seconded by Dorothy Cammaert, THAT this Board approve the Agenda of July 16, 2020 as presented. CARRIED.

B.2 Declaration of Pecuniary Interest and General Nature Thereof
None.
C. Reports to be “Received as Information”
All reports to be received as information were received with additional discussion occurring as the items arose within the agenda.

BMPL-Resolution 2020-071
Moved by Jesse Glass and seconded by Gary Zalot, THAT this Board receive as information:
1) GOV.20.22 entitled “Vibrant Spaces & Capital Campaign—July 2020”;
2) GOV.20.21 entitled “Organizational Capacity, By-laws & Governance—July 2020”;
3) GOV.20.20 entitled “Communications & Strategic Planning—July 2020”;
4) ADM.20.24 entitled “Service Excellence & Operational Updates—July 2020”;
5) ADM.20.25 entitled “Action Plan 2020 Updates-July 2020”; 
6) GOV.20.19 entitled “CEO Evaluation Committee Report-July 2020”;
7) FIN.20.05 entitled “Finance Report Q2”; and
8) FIN.20.06 entitled “FIN.20.06 2021 Budget Considerations”.
CARRIED.

D. Minutes
D.1 Previous Minutes
Amendment: Problems in numbering were noted and reflected in the amended approval.

BMPL-Resolution 2020-072
Moved by Laurey Gillies and seconded by Joanne Vivona, THAT this Board approve the Minutes of May 21, 2020 as amended. CARRIED.

[Odeen Probert joined the meeting].

D.2 Business Arising from the Minutes
1. Virtual Town Hall update – included in the C-SP Report [G.3]
2. ACC Presents update-deferred to September 2020
3. Board’s questioned if there was any change to the liability in a work from home situation, and if there were any changes now that Stage 2 is in place and Stage 3 is expected within the week. The CEO identified that a new employment policy POL-ADM.2020.02 entitled “Working from Home During COVID-19" was put in place on June 8, 2020 to address the differences between following provincial orders to work staff from home where possible and teleworking. Further, that in teleworking the employer would be responsible for providing a safe workplace, which would be the staff’s home office, but in this order we worked with the staff to provide equipment such as computers, but were not inspecting workplaces. BMPL does not have any staff teleworking, and if at any point BMPL or non-essential businesses with work from home available were instructed that staff working at home were in fact considered teleworkers, they would be recalled to complete shifts in the buildings and if that could not occur would have to be put on a Declared Emergency Leave. All staff did
acknowledge this policy and differences between work from home and teleworking, and Stage 3 is expected to return all staff to the workplace by the end of the month.

**BMPL-Resolution 2020-073**
Moved by Maurice Pepper and seconded by Laurey Gillies, THAT this Board receive as information the Business Arising from the Minutes. CARRIED.

E. **Communications with the Board**

   *In the event of public attendance, microphones are muted during the meeting and engaged for participants of Deputations or Public Input on the Agenda. No members of the public requested login credentials prior to the meeting as instructed to do so in the Agenda section E.2 and within the Library Events Calendar.*

   No members of the public were present.

E.1 **Deputations**

   None.

E.2 **Public Input on the Agenda**

   No members of the public were present.

E.3 **Correspondence**

   None.

F. **Action Items**

   F.1 **Annual Planning Meeting**

   Due to COVID-19 the committees each met to discuss needs and the Board will have a discussion and provide direction following the committee reports. This item was deferred to the end of Section H.2 in order to discuss the Board reports prior to direction to the CEO and Committees.

G. **Strategic Plan Updates**

   G.1 **Vibrant Spaces & Capital Campaigns Report**

   *The Chair of the Meeting was passed to Joanne Vivona, VS-CC Committee Chair for the duration of her report and discussions.*

   The distributed report was discussed. The Committee Chair further pointed out that the Committee would be meeting quarterly now that fundraising is no longer a priority of the Board during the pandemic, and while the Board waits for TBM to complete their studies of the
Recreation Plan and the Master Facilities Plan. These two plans will then further inform renovation and expansion needs for BMPL.

G.2 Organizational Capacity, By-Laws & Governance Report

The Chair of the Meeting was passed to Laurey Gillies, OC-BLG Committee Chair for the duration of her report and discussions.

The distributed report was discussed. The Board discussed if they wished to return to face to face meetings or remain virtual. While The Gallery could accommodate the Board and CEO, it would be difficult to physically distance with members of the public as well. When the building reopens this could be difficult since the Gallery will be part of the physical distancing space for those waiting to enter the building. Additionally, all members would have to be onsite as the Gallery cannot accept a hybrid of teleconferencing and members in person. A poll was completed, and some members felt safer in not meeting face to face. The Board chose to meet virtually in 2020 and reassess for 2021.

The Board also discussed streaming the Board meetings. This will occur through 2020 as a pilot and will determine if members of the public are more likely to participate through the streaming live or at a later date. The CEO and/or OC-BLG Committee will bring back a report identifying usage. Meetings will be streamed live and remain up until the next month’s meeting occurs. It was noted that once the Board returns to face to face, BMPL facilities do not have the ability to continue streaming, and this option will no longer be available, regardless of the pilot outcomes.

BMPL-Resolution 2020-074
Moved by Laurey Gillies and seconded by Maurice Pepper, THAT this Board approve the CEO Job Fact Sheet. CARRIED.

BMPL-Resolution 2020-075
Moved by Laurey Gillies and seconded by Jesse Glass, THAT this Board approve live-streaming Board meetings on Facebook as a pilot project beginning in September and continuing throughout 2020; and that this Board will re-evaluate for 2021. CARRIED.

G.3 Communication & Strategic Planning Committee Report

The Chair of the Meeting was passed to Odeen Probert, C-SP Committee Chair for the duration of her report and discussions.

The distributed report was discussed. The Committee Chair further pointed out that the Committee would begin the plans for the second Virtual Town Hall. Members were asked if anyone other than a committee member and the CEO wished to participate in the September Virtual Town Hall and that meeting for prep and planning would begin in August. No members self-nominated. The Chair agreed to move forward on the planning, promotion and implementation of this Action Item. Two dates were identified. This will be determined prior to
the end of August and will be based on the phased reopening plans and phased access to LE Shore and Craigleith Heritage Depot.

G.4 Service Excellence & Operational Updates
The distributed report was discussed. The CEO gave verbal updates on reopening and the Craigleith Heritage Depot retrofit. Ontario’s Stage 3 is expected by the end of the month, but libraries and museums do not know what this means for the industry. BMPL is still looking at a mid-August opening. This is based on TBM facilities currently closed by Council and the July approval by Council to move forward with a portion of the LES Retrofit, which requires the facility to remain closed during and installation. CHD is also not viable for guests following the remediation, and reassembling the building and collections is anticipated in September (at the earliest).

G.5 Action Plan
The distributed report was discussed. Additional items were deferred due to COVID-19 and one item was removed from the deferred list due to Council’s approval of a portion of the LES Retrofit funding. This brings the completion rate up to 41 of 80 (51%).

BMPL-Resolution 2020-076
Moved by Odeen Probert and seconded by Jesse Glass, THAT this Board receive as information the discussions pertaining to annual planning. CARRIED.

G.6 CEO Evaluation Committee Report
The Chair of the Meeting was passed to Dorothy Cammaert, CEO Evaluation Committee Chair for the duration of her report and discussions.

The distributed report was discussed.

BMPL-Resolution 2020-077
Moved by Dorothy Cammaert and seconded by Odeen Probert, THAT this Board direct the Ad Hoc CEO Evaluation Planning Committee, as a part of the research review process, to design and implement the partner feedback layer to the existing CEO Evaluation tool for 2021. CARRIED.

BMPL-Resolution 2020-078
Moved by Dorothy Cammaert and seconded by Gary Zalot, THAT this Board direct the Ad Hoc CEO Evaluation Planning Committee, to complete the existing CEO Evaluation for 2021. CARRIED.

BMPL-Resolution 2020-079
Moved by Dorothy Cammaert and seconded by Laurey Gillies, THAT this Committee provide a report for potential improvements or changes for future year evaluations. CARRIED.

BMPL-Resolution 2020-080
Moved by Dorothy Cammaert and seconded by Laurey Gillies, THAT this Board appoint Maurice Pepper to the CEO Evaluation and Planning Committee for the balance of the 2020 term. CARRIED.
H. Other Reports

H.1 Finance Report Q2
The distributed report was discussed. The CEO focused on overages due to COVID-19 and overages due to the retrofit of the Craigleith Heritage Depot which have not all been covered by TBM’s emergency budget. The Board instructed the CEO, if CHD needs are not covered through the Town, to set a meeting to discuss the matter.

BMPL-Resolution 2020-081
Moved by Laurey Gillies and seconded by Odeen Probert, THAT this Board acknowledge the budgetary amendments and notations outlined within the FIN.20.05 report entitled “Finance Report Q2”. CARRIED.

BMPL-Resolution 2020-082
Moved by Odeen Probert and seconded by Dorothy Cammaert, THAT this Board instruct, if needed, the Chair, Vice Chair and CEO to meet with the Mayor, Deputy Mayor and CAO, to review issues with the completion of the Craigleith Heritage Depot remediation. CARRIED.

H.2 FIN.20.06 entitled “Budget Considerations for 2021”;
[Follow-up to F1]. Due to COVID-19 the committees each met to discuss needs and the Board will have a discussion and provide direction following the committee reports. The items identified by committees will be included in the draft budget presented to the Board in September.

H.3 Board Complement Discussion
With the intended resignation of a Board member due to relocation, the Board took the opportunity to discuss its desires on Board complement prior to official notice being given to Council.

BMPL-Resolution 2020-083
Moved by Laurey Gillies and seconded by Joanne Vivona, THAT this Board recommend to The Town of the Blue Mountains Council, that a Board of seven (7) members, as was appointed in January 2018, is sufficient to complete the work of the Library Board for the duration of the 2018-2022 term. CARRIED.

[Joanne Vivona left the meeting due to technology issues.]

I. Roundtable
I.1 Roundtable—General updates by the Board
No items noted.

J. Key Messages
The Key Messages were determined by the Board and approved for release as amended.
BMPL-Resolution 2020-084
Moved by Laurey Gillies and seconded by Odeen Probert, THAT this Board approve the release of the Key Messages Update-July 2020. CARRIED.

K. Closed Meeting
None.

L. Notice of Meeting Dates
The next regularly scheduled Board Meeting is September 17, 2020 at 2:00pm.

Additional Special Meetings and Committee Meetings:
• Vibrant Spaces & Capital Campaign Committee
  o September 8th at 1:00pm via distance. Link to follow.
• Organization Capacity, By-Laws & Governance Committee
  o September 1st at 1:00pm via distance. Link to follow.
• Communication & Strategic Planning Committee
  o August 25th at 9:00am via distance. Link to follow.
  o September 1st at 9:00am via distance. Link to follow.
• CEO Evaluation Planning Committee
  o August 25th at 10:30am via distance. Link to follow.
  o September 1st at 11:00am via distance. Link to follow.

All meetings and relevant agenda materials will be posted on the Events Calendar.

M. Adjourned
BMPL-Resolution 2020-085
Moved by Maurice Pepper, THAT this Board does now adjourn at 4:45p.m. to meet again at the call of the Chair. CARRIED.