
The Blue Mountains Public Library Board Meeting

Meeting Date: September 20, 2018
Meeting Time: 2:00 p.m. Open Session
Closed Session to Follow
Location: L.E. Shore Boardroom
Prepared By: Dr. Sabrina Saunders, CEO/Board Secretary

In Attendance: Odette Bartnicki (Chair) Bob Gamble Laurey Gillies
Michael Martin John McKean Maurice Pepper
Willi Wildman
Absent: N/A
Regrets: Michael Martin
Staff: Dr. Sabrina ER Saunders, CEO
Prepared By: N/A

A. Call to Order

The Chair called the meeting to order at 2:00pm

A.1 Approval of Agenda

BMPL-Resolution 2018-159

Moved by Maurice Pepper and seconded by Bob Gamble, THAT the Agenda of September 20, 2018 be approved as circulated, including any items added to the agenda. CARRIED.

A.2 Declaration of Pecuniary Interest and General Nature Thereof

None Identified.

A.3 Previous Minutes

BMPL-Resolution 2018-160

Moved by John McKean and seconded by Laurey Gillies, THAT The Blue Mountains Public Library Board minutes of July 19, 2018 be approved as circulated, including any revisions to be made. CARRIED.

A.4 Action Items

The Action Plan 2018 update for September 2018 was presented with the Board Action List.

BMPL-Resolution 2018-161

Moved by Laurey Gillies and seconded by Bob Gamble, THAT The Blue Mountains Public Library Board accept as information the Update of the Action Items. CARRIED.

B. Deputations

None.

C. Public Input on the Agenda

C.1 The Public Input on Agenda Items is an open mic session where community members may speak on any issue which is included in the agenda. This format is intended to provide an opportunity for community input prior to Board decisions being made. There is no advance application process. Prior to the meeting the Board Secretary will have a sign-up sheet for community members who wish to address issues on the agenda. On the sign-up sheet, presenters will be asked to identify the agenda item to be addressed. The order of presenters is at the discretion of the Chair. Total time is limited to 20 minutes for this agenda item and the Chair may extend this time if the Board approves and the agenda permits. Individual presenters shall be limited to three (3) minutes. Board questions and response will not be included in the time. The identity of presenter and agenda item addressed will be noted in the minutes.

No community were present at the meeting.

D. Staff Reports

D.1 Library CEO Report

The CEO Report was not included in the package. As a result, the CEO provided a verbal update including that staffing was at full capacity for the summer with two paid intern positions at L.E. Shore still open. The Feasibility Study and Space Plan(s) project was moving well with the managers having met with the LGA team.

BMPL-Resolution 2018-162

Moved by Maurice Pepper and seconded by Willi Wildman, THAT The Blue Mountains Public Library Board receive the September 2018 CEO Report as information. CARRIED.

D.2 Library and Museum Operating Budget Variance Report

BMPL-Resolution 2018-163

Moved by Bob Gamble and seconded by John McKean, THAT The Blue Mountains Public Library Board receive Library and Museum consolidated Budget Variance Report as at August 31, 2018. CARRIED.

BMPL-Resolution 2018-164

Moved by Laurey Gillies and seconded by John McKean, THAT The Blue Mountains Public Library Board approve the Proposed 2019 Blue Mountains Public Library Budget Proposal for release to Council for approval with additions as recommended. CARRIED.

D.3 Library and Museum Services Report

BMPL-Resolution 2018-165

Moved by Maurice Pepper and seconded by Willi Wildman, THAT The Blue Mountains Public Library Board receive as information the September 2018 Library & Museum Services Report. CARRIED.

E. Committee Reports

E.1 Museum Advisory Council

July minutes approved at September MAC was not approved prior to package circulation.

E.2 By-Laws and Governance Committee Report

Odette Bartnicki, Board Chair, passed the Chairing of the By-Laws and Governance Committee Report to the Committee Chair, Laurey Gillies.

The Chair was turned over to Committee Chair Laurey Gillies to present the By-Laws and Governance Report and lead discussions.

BMPL-Resolution 2018-166

Moved by Laurey Gillies and seconded by Odette Bartnicki, THAT The Blue Mountains Public Library Board receive the September 20, 2018 By-Laws and Governance Committee Report as information. CARRIED.

BMPL-Resolution 2018-167

Moved by Laurey Gillies and seconded by Odette Bartnicki, THAT The Blue Mountains Public Library Board approve the POL-BLG.2018.91 Museum General. CARRIED.

BMPL-Resolution 2018-168

Moved by Laurey Gillies and seconded by John McKean, THAT The Blue Mountains Public Library Board receive the Museum Policies as information:

- POL-ADM.2018.92 Museum Collections*
- POL-ADM.2018.93 Conservation Standards*
- POL-ADM.2018.94 Interpretation and Education Standard*
- POL-ADM.2018.95 Exhibition Standards*
- POL-ADM.2018.96 Research Standards*
- POL-ADM.2018.97 Community Standard*
- POL-ADM.2018.98 Museum Physical Plant*

CARRIED.

Following the Committee Report, the Chair returned to Odette Bartnicki, Board Chair.

E.3 Strategic Plan Committee Report

BMPL-Resolution 2018-169

Moved by John McKean and seconded by Laurey Gillies, THAT The Blue Mountains Public Library Board accept as information the Strategic Planning Committee Report of September 20, 2018. CARRIED.

BMPL-Resolution 2018-170

Moved by Maurice Pepper and seconded by Willi Wildman, THAT The Blue Mountains Public Library Board approve the 2018-2022 Strategic Plan as amended, and authorize the Committee to proceed to publication. CARRIED.

F. Correspondence

F.1 Council Meeting September 5, 2018 decision pertaining to Mr. Martin Resignation

An update was provided stating the Council has rejected the resignation and instructed Michael Martin to complete his role as an appointed Council Representative for 2014-2018.

BMPL-Resolution 2018-171

Moved by Willi Wildman and Seconded by Laurey Gillies, THAT the Blue Mountains Public Library accept the correspondence as information. CARRIED.

G. New and Unfinished Business / Round Table

Round Table Discussions

G.1 2018-44-LIB RFP-Feasibility Study and Space Plan Update

The CEO provided an update on the project. First round draft plans are expected in October and Class D's will be presented in November.

G.2 Update on Optional Finance Training and Budget Training

The Tuesday, September 11th training session was attended by one Board members, Laurey Gillies. This program was described as very informative. Time was spent discussing detailed aspects of the budget and how board presentation of monthly reports could occur in the future.

G.3 Notice of Annual CEO Review

Odette Bartnicki and Laurey Gillies were selected to complete the evaluation and present back to the Board. Odette requested that any comments be sent to her no later than October 15th.

G.4 Notice of Policy Change: POL-ADM.2018.24 Public Holidays

This document will be updated to match the Town holidays.

BMPL-Resolution 2018-172

Moved by John McKean and Seconded by Maurice Pepper, THAT the Blue Mountains Public Library be closed on Sunday, November 11, 2018 in honour of Remembrance Day. CARRIED.

G.5 LearnHQ Webinar on Board Role on Library Recruitment

Two sessions are available for any Board Member who would like to attend this session. Sabrina Saunders will attend on behalf of the organization.

G.6 Roundtable

Trustee Regional Council Meetings

Laurey Gillies reminded the Board that the next Trustee Council Meeting is occurring on November 3rd in Port Elgin and November 10th in Elmvile from 10:00am -1:00pm. A member of the Board will need to attend one of these meetings. This matter will be brought up at the October meeting.

BMPL-Resolution 2018-173

Moved by John McKean and seconded by Willi Wildman, THAT The Blue Mountains Public Library Board receive as information the Other Business and Round Table discussions. CARRIED.

H. Closed Session

BMPL-Resolution 2018-174

Moved by John McKean and seconded by Bob Gamble, THAT with regard to section 16.1(4) of the Public Libraries Act, this Library Board do now move into closed session in order to address matters pertaining to labour relations or employee negotiations and with regard to personnel. CARRIED.

The Board moved into Closed Session at 3:50pm.

The Board rose from closed to public session at 5:50pm.

BMPL-Resolution 2018-181

Moved by Bob Gamble and seconded by Laurey Gillies, THAT The Blue Mountains Public Library Board do approve all resolutions and recommendations made in Closed Session. CARRIED.

I. Notice of Meeting Dates / Adjournment

The next Regularly Scheduled Board Meeting will be Thursday, October 25, 2018 at 2:00 pm at the L.E. Shore Boardroom.

A community information session on Board and MAC membership is being offered November 15, 2018 at 6:00pm.

The Feasibility Study and Space Plan(s) will be presented at a Special Board Meeting on November 29, 2018 by LGA Architectural Partners Inc. at 6:00pm.

J. Adjourned

Having come to the end of the agenda, the Board adjourned.

BMPL-Resolution 2018-182

Moved by Odette Bartnicki, THAT this Library Board does now adjourn at 5:51p.m. to meet again at the call of the Chair. CARRIED.

X

Odette Bartnicki
Board Chair

X

Dr. Sabrina Saunders
Board Secretary