
The Blue Mountains Public Library Board Meeting

Meeting Date: November 15, 2018
Meeting Time: 2:45 p.m. Open Session [following Closed Session]
Location: L.E. Shore Boardroom
Prepared By: Dr. Sabrina Saunders, CEO/Board Secretary

In Attendance: Odette Bartnicki (Chair) Bob Gamble Laurey Gillies
John McKean Maurice Pepper Willi Wildman

Absent: N/A
Regrets: N/A
Staff: Dr. Sabrina ER Saunders, CEO
Prepared By: Dr. Sabrina ER Saunders, CEO

A. Call to Order

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

A.1 Move to Closed Session

BMPL-Resolution 2018-210

Moved by John McKean and seconded by Laurey Gillies, That The Blue Mountains Public Library Board do now move into closed session in order to address matters pertaining to labour relations (CEO Annual Performance Appraisal). CARRIED.

The Board moved into closed session at 2:02

See Closed Minutes

A.4 Adjournment of the Closed Session

The Board returned to public session at 2:45

BMPL-Resolution 2018-215

Moved by Laurey Gillies and seconded by Willi Wildman, THAT The Blue Mountains Public Library Board adjourn the Closed Session and re-enter Open Session Meeting, in accordance with section 16.1(4) of the Public Libraries Act. CARRIED.

BMPL-Resolution 2018-216

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

B. Call to Order—Open Session

The Chair called the meeting to order at 2:45pm. A Moment of Reflection taken and the Chair read aloud the Indigenous Acknowledgement Statement of BMPL.

B.1 Approval of Agenda

BMPL-Resolution 2018-217

Moved by John McKean and seconded by Bob Gamble, THAT the Agenda of November 15, 2018 be approved as circulated, including any items added to the agenda. CARRIED.

B.2 Declaration of Pecuniary Interest and General Nature Thereof

None Identified.

B.3 Previous Minutes

BMPL-Resolution 2018-218

Moved by Bob Gamble and seconded by Laurey Gillies, THAT The Blue Mountains Public Library Board minutes of October 25, 2018 be approved with amendments. CARRIED.

C. Communications with the Board

C.1 Deputations

None

C.2 Public Input on the Agenda

Community members were present but no Public Input was received.

C.3 Correspondence

None

D. Action Items

D.1 Action Items

The Action Plan 2018 update for November 2018 was presented with the Board Action List. An achievement rate of 96.5% was reached (56 of 58). The two remaining items of 1.2 and 4.8 will be moved to the 2019 Action Plan. Item 1.2—Communication Plan, is in progress but will

require the new Board's input on key messaging. Therefore, this was held for the Communications & Strategic Planning Committee. Item 4.8—MOU/Lease Agreement for the three properties was drafted in as part of the MOU and is with Council to prepare the final lease agreement. This should include a lifetime use of the properties for \$0 or \$1 annually. The CEO congratulated the Board and committees on the achievement of a very aggressive plan. The Chair thanked members for their work, including the Chair of the Organizational Capacity, By-Laws & Governance Committee who completed a tremendous amount of out of committee personal time drafting and review of over 101 policies approved and amended during 2018.

BMPL-Resolution 2018-219

Moved by Laurey Gillies and seconded by Bob Gamble, THAT The Blue Mountains Public Library Board receive as information the Board Action Item List and November 15, 2018 Status Update of the Annual Action Plan; and that the remaining items of Communication Plan [1.2] and Lease Agreement [4.8] be carried over to the Draft 2019 Action Plan. CARRIED.

E. Strategic Plan Updates

E.1 Vibrant Spaces & Capital Campaign Committee Report

Membership for this Committee will be appointed under the incoming Board.

E.2 Organizational Capacity, By-Laws & Governance Committee Report

The Chair was turned over to Committee Chair Laurey Gillies to present the committee report and lead discussions.

BMPL-Resolution 2018-220

Moved by Maurice Pepper and seconded by Odette Bartnicki, THAT The Blue Mountains Public Library Board receive the November 2018 Organizational Capacity, By-Laws and Governance Committee Report as information. CARRIED.

BMPL-Resolution 2018-221

Moved by Laurey Gillies and seconded by John McKean, THAT The Blue Mountains Public Library Board approve POL-ADM.2018.101 Salary Administration. CARRIED.

BMPL-Resolution 2018-222

Moved by Laurey Gillies and seconded by Odette Bartnicki, THAT The Blue Mountains Public Library Board approve POL-BLG.2018.10 Powers and Duties of the Board amendment. CARRIED.

BMPL-Resolution 2018-223

Moved by Laurey Gillies and seconded by John McKean, THAT The Blue Mountains Public Library Board approve the amendment to *POL-BLG.2018.07 Staff* subsection 1.2 to delete the word "monthly". CARRIED.

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

E.3 Service Excellence Report

The report was presented by the CEO. This report was explained to be a Strategic Plan Report, as it focuses on Service Excellence and other Strategic Plan Updates. It will take the place of the former CEO report, with a separate report on topical needs provided in later sections, as required.

BMPL-Resolution 2018-224

Moved by Odette Barnticki and seconded by Laurey Gillies, THAT The Blue Mountains Public Library Board receive the November 2018 Service Excellence CEO Report as information. CARRIED.

E.4 Communications & Strategic Planning Committee Report

BMPL-Resolution 2018-225

Moved by Willi Wildman and seconded by John McKean, THAT The Blue Mountains Public Library Board receive the November 2018 Communications & Strategic Planning Committee Report as information. CARRIED.

F. Other Reports

F.1 Library CEO Additional Reports

None

F.2 Consolidated Variance Report [Quarterly]

The Q3 Report was presented by the CEO. Discussion around the difference in account balances presented in Q3, 2015 and in Q2 of 2018 were discussed. The CEO stated she would send an update to Board members electronically pertaining to this matter. Investigation of the inclusions of accounts presented in 2015 would need to occur. Differences in the Q1 and Q3 of 2018 were described as Board TD accounts being further broken out by chequing and two distinct investments, as opposed to being combined as a single Board holding. Only the variance report was motioned as received.

BMPL-Resolution 2018-226

Moved by Maurice Pepper and seconded by Laurey Gillies, THAT The Blue Mountains Public Library Board approve Library and Museum consolidated Variance Report as at October 31, 2018. CARRIED.

F.3 Museum Advisory Council Minutes

The CEO stated that focus has now been put to the MAC for organizational structure. As a result, the November MAC Agenda followed the Library Board format. Minutes would reflect this change moving forward.

BMPL-Resolution 2018-227

Moved by John McKean and seconded by Bob Gamble, THAT The Blue Mountains Public Library Board receive as information the Museum Advisory Council minutes of July 17, 2018 as information. CARRIED.

G. Other Business / Round Table

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

The CEO presented the draft Bubble Drawings for zoning of the Space Plan. Feedback was provided by the Board. The plan, as presented is for costing and is not the final schematic. The anticipated next steps are for the Board to hear the presentation on November 29, recommend the draft report (with amendments) and recommend the report be presented in a joint meeting to the incoming board with Council. This will move the discussions into budget process with the goal of Class B and Class A estimates for the two facilities in 2019 and construction to be slated on the first project in 2020.

G.2 Round Table: Save the Soul of LES FaceBook Page

The CEO reported that the FaceBook page has been removed. The final posts stated the pleasure with current directions of the BMPL as a reason for the removal of the group.

G.3 Round Table: VOCAL

The CEO reported that VOCAL, like the FaceBook page, was disbanding for similar reasons. The final activity of the group is to co-sponsor a speaker for the Old Fashioned Christmas program held at BMPL.

BMPL-Resolution 2018-228

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

H. Notice of Meeting Dates

A community information session on Board, MAC, and ACC 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.

The next regularly scheduled Board Meeting is January 17, 2019 at 2:00pm and will be with the new Board appointments.

I. Adjournment

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

BMPL-Resolution 2018-229

Moved by Odette Bartnicki, THAT this Library Board does now adjourn at 5:05p.m. to meet again at the call of the Chair. CARRIED.

X

Odette Bartnicki
Board Chair

X

Dr. Sabrina Saunders
Board Secretary