



Action Plan for 2022

For the Board, CEO, and Management Team

Goals	Outcomes	Lead Party	Expected Timing	Status
Community Hubs	<i>Provide spaces to connect, explore and create</i>			
CH1 Foster social cohesion in a time of growth and challenges.				
	CH1.1 Develop relationships with Seasonal Agricultural Employees and Agricultural Community	CEO	June	
	CH1.2 Reflect and celebrate Indigenous cultures, histories, and collections	CEO	December	
	CH1.3 Reduce social isolation for older adults through community hub access	CEO	December	
	CH1.4 Hold listening sessions with community partners around Diversity Equity & Inclusion (DEI)	CEO	December	
	CH1.5 Identify and address at least 3 systemic challenges that limit community access to BMPL	CEO	December	

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CH2 Develop multi-use spaces and provide outreach services.				
	CH2.1 Partner with TBM to expand outreach services into TBM facilities across the municipality	Board & CEO	December	
	CH2.2 Develop an outreach strategy for 2022 including monthly rural programs	CEO	May	
	CH2.3 Provide 15 outreach services & pop-up library events throughout the TBM community	CEO	December	
	CH2.4 Expand programs in the Craighleith area	CEO	September	
	CH2.5 Develop homebound services for shut-ins and short/long-term disability community members	CEO	October	
	CH2.6 Enhance LES outdoor spaces for community enjoyment, programming, and education	CEO	September	
	CH2.7 Resume in-person programs at BMPL facilities	CEO	May	
CH3 Provide technologically-connected spaces.				
	CH3.1 Research options for Boardroom and Gallery hybrid meetings and apply for external funding	CEO	April	
	CH3.2 Repair The Gallery screen and projector system	CEO	July	
	CH3.3 Improve OPAC access at LES	CEO	July	

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Empowering Services	<i>Create a service model that reaches those who live, work, and play in The Town of the Blue Mountains.</i>			
ES1				
	ES1.1 Develop quarterly plans for balanced services of virtual programs and face-to-face services throughout the ongoing pandemic	CEO	Quarterly	
	ES1.2 Recruit and implement the 2022 Juried [art] Show to be held in The Gallery at L.E. Shore	CEO	June	
	ES1.3 Complete the 11 th REEL History Film <i>Blue Mountain Pottery</i>	CEO	June	
	ES1.4 Plan and implement the Blue Mountain Pottery Expo	CEO	June	
	ES1.5 Evaluate gaps from new needs for OPLG Accreditation 2023	CEO	June	
	ES1.6 Promote educational resources and programming based around local Indigenous histories	CEO	September	
	ES1.7 Expand learning opportunities for older adults by 5%	CEO	December	
	ES1.8 Diversify programs to incorporate intergenerational offerings and learning opportunities throughout the program offerings	CEO	December	
	ES1.9 Expand alternate collections usage by 38% [500]	CEO	December	

Goals	Outcomes	Lead Party	Expected Timing	Status
ES2	Support 21st century literacy through resources, opportunities and coaching.			
	ES2.1	Provide 75 digital literacy workshops for a variety of ages	CEO	December
	ES2.2	Offer Creator Space webinars and face-to-face opportunities.	CEO	Quarterly
	ES2.3	Enhance understanding and appreciation of Indigenous ways of knowing, being and doing	CEO	June
	ES2.4	Provide programming and resources on eco-consciousness and sustainability	CEO	June
	ES2.5	Establish a pollinator garden at LES and accompanying environmental workshops	CEO	June
ES3	Expand the Virtual Branch.			
	ES3.1	Research and Design new BMPL website	CEO	November
	ES3.2	Design and launch new Virtual Branch on BMPL's updated website	CEO	November
	ES3.3	Increase Gallery virtual usage by 15% [3,200]	CEO	December
	ES3.4	Increase Library digital subscriptions usage by 15% [6,000]	CEO	December
	ES3.5	Increase Museum & Archives virtual usage by 5% [3,360]	CEO	December
	ES3.6	Promote Virtual Branch e-learning opportunities	CEO	Quarterly
	ES3.7	Hold YouTube views stable, as the public returns to face-to-face interactions [38,000]	CEO	December
	ES3.8	Create a Community Builders webpage	CEO	August
	ES3.9	Develop a list of skillsets to be included in the Community Builders webpage in 2023	CEO	December

Goals	Outcomes	Lead Party	Expected Timing	Status
Organizational Excellence	<i>Grow BMPL as a key partner and community resource.</i>			
OE1				
	OE1.1 Implement a salary grid which provides internal pay equity with TBM	CEO	March	
	OE1.2 Implement staffing model which will provide equity and full-time opportunities	CEO	March	
	OE1.3 Approve Health & Safety Continuous Improvement Goals 2022	Board with JHSC	January	
	OE1.4 Develop Board Recruitment Proposal	Board	May	
	OE1.5 Report on Board Legacy Planning training	Board	February	
	OE1.6 Develop Legacy Statement for in-coming board	Board	May	
	OC1.7			
	OE1.7 Attend Board Assembly Meetings	Board	Semi-Annually	
	OE1.8 Attend OLBA Bootcamp Feb 2022	Board	February	
	OE1.9 Relaunch the Volunteer Program to include short-term volunteer opportunities	Board & CEO	September	
	OE1.10 Develop orientation plan for new Board and Council	Board	November	
	OE1.11 Update the CEO Job Description based on consultant feedback	Board	November	
	OE1.12 Complete an exit interview of the 2018-2022 Board Members	Board	November	
	OE1.13 Encourage eligible candidates to apply for Board membership 2022-2026	Board	November	
	OE1.14 Provide an Information Session and website for potential Board Member Candidates	Board	November	

Goals	Outcomes	Lead Party	Expected Timing	Status
OE2	Demonstrate stewardship through transparency and accountability.			
	OE2.1	Complete the consultation process and final report for the 2022-2026 Strategic Plan	Board & CEO	March
	OE2.2	Publish Strategic Plan 2022-2026	Board	May
	OE2.3	Complete annual policy review (Health & Safety, AODA)	Board	May
	OE2.4	Complete review of Mission, Vision, Values following Strategic Plan consultation	Board	March
	OE2.5	Review Committee Terms of Reference and update for new Strategic Plan pillars	Board	May
	OE2.6	Develop Q1 & Q2 Action Plan using 2018-2022 Strategic Plan	Board & CEO	February
	OE2.7	Develop 2022 Action Plan using 2022-2026 Strategic Plan	Board & CEO	May
	OE2.8	Prepare draft 2023 Action Plan for new Board approval	Board & CEO	November
	OE2.9	Complete Annual Risk Assessment	CEO	April
	OE2.11	Complete the Annual Respectful Compliance Report	CEO	January
	OE2.12	Research ROI for Social Value Report	Board	June
	OE2.13	Approve Audited Financials	Board	June
	OE2.14	Approve Auditor of 2022 Financials	Board	June
	OE2.15	Publish Annual Report	Board	May
	OE2.16	Demonstrate our green commitment to environmental stewardship	Board & CEO	Quarterly
	OE2.17	Complete Board evaluation	Board	November

Goals	Outcomes	Lead Party	Expected Timing	Status
	OE2.18 Update Gap Analysis for LES and CHD buildings for Board and Council information	Board	November	
OE3	Increase BMPL financial opportunities.			
	OE3.1 Approve a 2022 Budget <i>OC2.1</i>	Board	March	
	OE3.2 Complete the application with CRA for charitable status	Board & CEO	December	
	OE3.3 Develop a calendar of potential charitable opportunities for upcoming & potential projects	CEO	August	
	OE3.4 Identify up to 5 new opportunities which will further library partnerships and/or services	CEO	August	
	OE3.5 Increase revenue from grant initiatives by 7%	CEO	September	
OE4	Be a Key Partner within the municipality.			
	OE4.1 Hold quarterly meetings between the Town CAO and the Library CEO re MOU and shared goals	CEO	Quarterly	
	OE4.2 Provide Board Recruitment opportunities to Council through Committee of Whole	Board & CEO	June	
	OE4.3 Grow partnerships for the mutual benefit of BMPL and stakeholders	CEO	December	
	OE4.4 Expand opportunities for underserved communities through partnerships	CEO	December	
	OE4.5 Plan at least one large community Truth & Reconciliation event, led by Indigenous partners	CEO	December	
	OE4.6 Provide (through partnerships) topical older adult programs	CEO	December	
	OE4.7 Demonstrating practical ways to implement sustainable operations practices	CEO	December	
	OE4.8 Participate in the TBM Accessibility and DEI committees	CEO	December	
	OE4.9 Support the 2023 Creator Space application as a partner	CEO	May	
	OE4.10 Present the Year in Review 2021 annual report to Council	CEO	June	

Goals	Outcomes	Lead Party	Expected Timing	Status
OE5	Provide inclusive and engaging communications with and to the community.			
	OE5.1	Provide 2022-2026 Strategic Plan update to Council through Committee of Whole	Board & CEO	April
	OE5.2	Present the Strategic Plan 2022-2026 to the community	Board & CEO	May
	OE5.3	Provide information on GLAM services, collections and programs at Pop-up locations	CEO	September
	OE5.4	Increase social media number by 5% [3000]	CEO	June
	OE5.5	Increase social media number by an additional 10% [3300]	CEO	December
	OE5.6	Increase blog registrations by 4% [2,500]	CEO	June
	OE5.7	Increase blog registrations by an additional 10% [2,750]	CEO	December
	OE5.8	Launch updated BMPL logo	CEO	May
	OE5.9	Identify key supporters and develop a communication plan with priority groups	Board	May
	OE5.10	Develop Advocacy Plan	Board	September