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## The Blue Mountains Public Library Board Meeting

**Meeting Date:** June 16, 2022  
**Meeting Time:** 2:00 p.m.  
**Location:** Via Web/Phone Conference due to Pandemic  
Broadcast Live on Facebook  
Posted to [YouTube](#)  
**Prepared By:** Dr. Sabrina Saunders, CEO/Secretary of the Board  
Franz Greenfield, Administrative Assistant

**In Attendance:** Laurey Gillies (Chair)      Maurice Pepper (Vice Chair)      Jesse T. Glass, Q.C.  
Andrea Matrosovs      Joanne Vivona      Gary Zalot

**Absent:** N/A  
**Regrets:** Dorothy Cammaert  
**Staff:** Dr. Sabrina ER Saunders, CEO  
Franz Greenfield, Administrative Assistant

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*The Board Package circulated to the public via the BMPL Event Calendar included login information request for both Internet and toll-free phone access to the open Board meeting. This meeting was also broadcast live on Facebook as part of the 2022 pandemic Board communications.*

### A. Call to Order

The Board meeting, via Zoom, was called to order by the Chair at 2:06p.m. The Board expressed their condolences for the family of Rev. Robert Buchanan – a long-term BMPL volunteer who worked closely with the Depot.

### B. Agenda

#### B.1 Approval of the Agenda

##### **BMPL-Resolution 2022-063**

Moved by Gary Zalot and seconded by Jesse Glass, THAT the Agenda of June 16, 2022, be approved as circulated. 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 2022-064**

Moved by Maurice Pepper and seconded by Jesse Glass, THAT this Board receive as information:

- 1) ADM.22.16 entitled "Action Plan Update-June"
- 2) ADM.22.17 entitled "CEO Service Update-June"
- 3) GOV.22.13 entitled "Committee Terms of Reference." CARRIED.

### **D. Minutes**

#### **D.1 Previous Minutes**

#### **BMPL-Resolution 2022-065**

Moved by Gary Zalot and seconded by Maurice Pepper, THAT this Board approve as circulated the Board minutes from the Open Session of May 19, 2022. CARRIED.

#### **BMPL-Resolution 2022-066**

Moved by Jesse Glass and seconded by Maurice Pepper, THAT this Board approve as circulated the Closed Session Board minutes of May 19, 2022. CARRIED.

#### **D.2 Business Arising from the Minutes**

None.

### **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.*

The deadline for registration was Monday, June 13 at 2:00p.m. No members of the public were present in the Zoom meeting, but members of the public were present live on Facebook for viewing only.

#### **E.1 Deputations**

None.

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

No members of the public were present.

#### **E.3 Correspondence**

1. Bradford West Gwillimbury Public Library – Simcoe County Library Co-Operative  
Simcoe County Council has moved to dissolve the Simcoe County Library co-operative. The Bradford West Gwillimbury Public Library (a former member of the co-operative) has asserted in this letter to the Council that this change will negatively affect Simcoe County libraries' ability to serve their communities. Although this does not affect the BMPL, it is an item to be aware of - this event

occurred as an attempt to foster budget efficiency, with libraries the ones to take the cut.

#### **BMPL-Resolution 2022-067**

Moved by Gary Zalot and seconded by Jesse Glass, THAT this Board receive the Correspondence as information. CARRIED.

## **F. Strategic Plan Updates & Action Items**

### **F.1 Action Plan Updates**

#### **1. Report: ADM.22.16 entitled “Action Plan Update-June”**

The CEO gave a verbal update on the status of the 2022 Action Plan, which is 30.5% (32 out of 105 objectives) complete. The CEO also provided an update on the Social Return on Investment report – a 2021 Action Plan item that was not completed due to the report template requiring updates from OLS North. At the time, OLS North was in the process of transitioning to OLS and was unable to update the template. However, the project has now begun. The CEO has joined the team mandated to update the template and will help ensure it meets the needs of all libraries provincial-wide, including the BMPL. Completion is expected in early 2023. The BMPL’s Social Return on Investment report will therefore be an item for the 2023 Action Plan.

### **F.2 Strategic Plan Pillar: Community Hubs**

#### **1. Report: Verbal Update on the Craigleith Heritage Depot renovations**

The roof project has reached completion. The Town is currently in the RFP process for the exterior work. This project will include changing the exterior colour to match what it was when the building housed the Grand Trunk Railway train station. It was suggested that a sign be placed outside the Depot to explain the shift in colour and provide historical context.

*Joanne Vivona joined the meeting at 2:30pm.*

### **F.3 Strategic Plan Pillar: Empowering Services**

#### **1. Report: ADM.22.17 entitled “CEO Service Update—June”**

This report was reviewed. Of specific note:

- The Depot’s Apple Harvest film won a Silver Telly Award – an international award given to Museums and Galleries. This is the REEL History film series’ second win.
- The Depot’s next film, Blue Clay (about Blue Mountains Pottery), will premiere at the [Blue Mountains Expo](#) in July, but will not be released until a later date as it will be submitted to a number of film festivals.
- Ravenna pop-ups continue to bring GLAM services to rural residents. These occur every two weeks on Friday from 1:30-4:30pm.

### **F.4 Strategic Plan Pillar: Organizational Excellence**

#### **1. Report: Verbal Report entitled “Chair’s Report”**

The Chair provided an update on her activities:

- Attended the June 6<sup>th</sup> Council to present the Year in Review.
- BMPL CEO meeting to organize the Board's agenda for the remainder of its term.
- On June 30, the Chair will meet with the CEO and Joanne Vivona to plan the contents of the Legacy document. This will be brought to the July Board meeting for review.

2. **Report:** GOV.22.13 entitled "*Committee Terms of Reference*"

The TORs, for the Community Hubs Committee and Organizational Excellence Committee, have been updated based on the new Strategic Plan and were presented for the Board's approval. Committees have not been active since the start of the Covid-19 pandemic. There was concern that the process of updating the TORs and seemingly reviving dormant committees, was not the responsibility of the Board so late in its term and should be left to the new Board which may not even require them. In answer to this, it was noted that updating the TORs was an administrative process to align them with the new Strategic Plan and they could then be cleanly handed to the new Board. No committees have been reinstated – the "structures" have just been set in place for the future. It was also pointed out that the Board's review and update of the TORs is an item on the 2022 Action Plan [OE2.5]. By majority vote, with one against, the Board moved to approve the updated TOR.

**BMPL-Resolution 2022-068**

Moved by Gary Zalot and seconded by Joanne Vivona, THAT this Board approve the Committee Terms of Reference for the Community Hubs Committee and the Organizational Excellence Committee. CARRIED.

**BMPL-Resolution 2022-069**

Moved by the Chair and seconded by Andrea Matrosovs, THAT this Board receive the Strategic Plan discussions as information. CARRIED.

## G. Other Business

### G.1 All Candidates Meeting Update

The CEO provided a general update on All Candidates Meetings during the upcoming municipal election. The BMPL will be a partner for the Candidate series, providing meeting spaces and technology. Meetings will begin after the close of the nomination period. Each candidate will be invited to sign up for a date.

## H. Roundtable

### H.1 Roundtable—General updates by the Board

- 1) Community Updates and News: none.
- 2) BMPL Events: a shortlist of special events occurring prior to the next meeting were provided.
  - [Author Talk with Lena Dykstra-Scholman](#) | June 11 @ 2pm | L.E. Shore
  - [Pop-up at Thornbury Farmers Market](#) | June 12 @ 10am | Smiths Memorial Park

- [Mailbox Party](#) | June 16 @ 3:30pm | Craighleith Windfall Mailbox
- [Pop-up GLAM at Ravenna Hall](#) | June 17 @ 10am | Ravenna Hall
- [Seniors Sock Hop](#) | June 17 @ 11am | L.E. Shore
- [Animal Party: Summer Reading Club Kick-Off](#) | June 25 @ 11am | L.E. Shore
- [GoVAXX Bus](#) | June 28 11am-7pm | L.E. Shore
- [Exhibit Launch: Juried Art Show](#) | July 5 | L.E. Shore
- [Summer Reading Club Meet-Up at Bayview Park](#) | July 5 @ 1pm | Bayview Park

#### **BMPL-Resolution 2022-070**

Moved by Joanne Vivona and seconded by Jesse Glass, THAT this Board receive as information the Roundtable discussions. CARRIED.

### **I. Key Messages**

The Key Messages were determined by the Board and approved for release.

#### **BMPL-Resolution 2022-071**

Moved by Gary Zalot and seconded by Joanne Vivona, THAT this Board approve the release of the Key Messages Update-June 2022. CARRIED.

### **J. Notice of Meeting Dates**

The next regularly scheduled Board Meeting will be held on July 21, 2022, at 2:00pm.

All meetings and relevant agenda materials will be posted on the [Meeting and Agenda](#) page of Governance.

### **K. Adjourned**

#### **BMPL-Resolution 2022-072**

Moved by the Chair, THAT this Board does now adjourn at 3:15p.m. to meet again at the call of the Chair. CARRIED.

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Laurey Gillies, Chair

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Dr. Sabrina Saunders, Board Secretary