



# Committee Agenda

The Blue Mountains Public Library Board Meeting

## Strategic Planning Steering Committee

**Meeting Date:** Tuesday, July 8, 2025  
**Meeting Time:** 1:00 p.m.  
**Location:** Boardroom, L.E. Shores Memorial Library & Gallery  
**Prepared by** Jennifer Murley, CEO

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**Mission:** *The Blue Mountains Public Library exists to enrich the lives of all members of our community by offering a wide range of materials, programs and services.*

**Committee Mandate:** *TBD*

### A. Call to Order

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#### A.1 Election of Chair

The CEO will Chair the meeting until a Chair is elected.

#### A.2 Agenda Review

The draft agenda will be considered with additions made.

### B. New and Unfinished Business

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#### B.1 Mandate

As there is no drafted mandate or statements of responsibility, the Committee will consider and draft these for inclusion in a Terms of Reference for presentation to the Board.

#### B.2 Draft Terms of Reference

The CEO has prepared a ToR for review. The intention is for all committees of the Board to have a template version they each follow with only key areas surrounding mandate and activities being distinct. This committee will have the first look at the document.

**B.3 Establish Phases and Timelines for Board Approval**

**B.4 Provide CEO with Direction for July Follow Up Report**

**C. Recommendations to the Board**

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The following recommendations will be presented at the next duly scheduled Board Meeting approval.

1. THAT the BMPL Board accept as information the Strategic Planning Steering Committee Minutes of July 8, 2025.
2. THAT the BMPL Board accept the Terms of Reference of the Strategic Planning Steering Committee as presented.
3. THAT the BMPL Board accept the Phases and Timelines of the Strategic Planning Steering Committee as presented.

**D. Notice of Meeting Dates / Adjournment**

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The Committee may select a next meeting date for the Committee.

**E. Adjournment**

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