Minutes

The Blue Mountains Public Library Board Meeting

Meeting Date: May 21, 2026
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Microsoft Teams

Prepared By: Jennifer Murley, CEO/Secretary of the Board

In Attendance: Carol Sackville-Duyvelshoff
Joanne de Visser (Vice-Chair)
Julia Scott (Chair)
Kristina Wichman
Laurey Gillies
Marie Swift
Shawn McKinlay

Guests: Phil Pesek, TBM Manager of Facilities and Fleet

Staff: Jennifer Murley, CEO
Franz Greenfield, Administrative Assistant

Absent: N/A
Regrets: N/A

A. Call to Order

A.1 Moment of Reflection

The Board meeting was called to order by the Chair at 1:00 p.m. A Moment of Reflection was observed.

A.2 Indigenous Acknowledgement Statement

The Chair read the Indigenous Acknowledgement Statement.

A.3 Public Announcement

No members of the public were present.

B. Agenda

B.1 Approval of the Agenda

Changes to agenda:

- F.2.1 verbal report regarding the washroom renovations was moved to the top of the agenda.

- Added an update on the Building Assessment Report.

BMPL-Resolution 2026-030

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT the Agenda of May 21, 2026, be approved as circulated, including any items added to the Agenda. CARRIED.

B.2 Declaration of Pecuniary Interest and General Nature Thereof

None declared.

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 2026-031

Moved by Shawn McKinlay and seconded by Carol Sackville-Duyvelshoff, THAT this Board receive as information:

1) ADM.26.09 entitled "*2026 Action Plan-Summary Review*"
2) ADM.26.10 entitled *"Policy Review"*
3) ADM.26.11 entitled *"Q1 Report"*
4) ADM.26.12 entitled *"Library Board Recruitment Plan"*
5) GOV.26.03 entitled *"Strategic Planning Committee Update-May"*
CARRIED.

D. Minutes

D.1 Previous Minutes

BMPL-Resolution 2026-032

Moved by Carol Sackville-Duyvelshoff and seconded by Shawn McKinlay, THAT this Board approves the Blue Mountains Public Library Board minutes of April 16, 2026, as circulated; AND

THAT this Board receives the Blue Mountains Public Library Strategic Planning Steering Committee minutes of April 7, 2026, as information. CARRIED.

D.2 Business Arising from the Minutes

None.

E. Communications with the Board

The deadline for registration was Monday, May 19, 2026, at 2:00 p.m.

E.1 Deputations

None.

E.2 Public Input on the Agenda

No members of the public were present.

E.3 Correspondence

CEO Murley shared the following correspondence as information:

1. CFLA-FCAB Statement Bill-28 (Receive for Information)
2. Letter: Opposition to Bill 28 and Defense of Local Library Governance (Receive for Information)

F. Strategic Plan Updates & Action Items

F.1 Action Planning

1. **Discussion:** ADM.26.09 entitled “2026 Action Plan-Summary Review”
   This report was presented as information, with no concerns noted.

F.2 Strategic Plan Pillar: Community Hubs

1. **Verbal Report:** LES Washroom Renovation [Phil Pesek, TBM Manager of Facilities and Fleet]
   Pesek apologized for the delay in completing the L.E. Shore washroom renovations and acknowledged the difficulties faced by both staff and the public. Pesek noted a range of compounding issues, including (but not limited to) a delay in releasing the tender, unsatisfactory renovation design requiring a new engineer and misunderstandings from prospective contractors on the scope of the project. Additionally, the contractor originally awarded the project was fired, requiring the hiring of a new contractor, Doracon (Mississauga).

   Construction is scheduled to start in May and anticipated to be completed within 6-8 weeks.

   It is predicted that $90,000.00 of the project budget will not be spent, which may be rerouted to other projects within the L.E. Shore facility. These additional projects must include Doracon as the contractor and be completed in 2026.

2. **Verbal Report:** Building Assessment Report
   The Board was presented a draft report, and Pesek advised that the L.E. Shore facility is generally in good condition. The report outlines several items recommended for renovation, some of which may be completed in 2026 using surplus funds from the washroom renovation. It was noted that any selected renovations should align with potential future expansion plans for the building. CEO Murley will discuss the matter further with Pesek and provide an update to the Board in July 2026.

Pesek left the meeting at 1:26 p.m.

F.3 Strategic Plan Pillar: Organizational Excellence

1. **Verbal Report**: Charitable Status Update [Library CEO]

The Blue Mountains Public Library's charitable status has been approved. CEO Murley will work alongside the Town's finance team to determine various logistical and administrative items relating to establishing new policies, tax reporting procedures and the like.

2. **Report:** ADM.26.10 entitled "Policy Review"
   The Board reviewed and amended the policies listed below.

The Board experienced technical issues with the Microsoft Teams recording at 2:14 p.m., during policy discussions. Technical issues were resolved at 2:16 p.m.

Member McKinlay left the meeting at 2:15 p.m., returning at 2:19 p.m.

Member McKinlay left the meeting at 2:21 p.m.

BMPL-Resolution 2026-033

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board approves the following policies as amended:
• POL-ADM.2018.57 entitled "Children and Teen Services"
• POL-ADM.2018.64 entitled "Programs"
• POL-ADM.2018.75 entitled "Collection Policy-General"
• POL-ADM.2018.86 entitled "Room Rentals"
• POL-ADM.2018.89 entitled "Intellectual Freedom"
CARRIED.

3. **Report:** ADM.26.11 entitled "Q1 Report"
   CEO Murley clarified two statistics:
   - Museum and Archives Digital Visits: the significant increase in virtual visits (Q1 2025 vs Q1 2026) is due to a change in how Biblioboard records virtual traffic.
   - BMPL Program Participation: the decrease in program attendance between Q1 2025 and Q1 2026 is attributed to a reduction in class visits resulting from changes in Beaver Valley Community School policies.

Member McKinlay returned to the meeting at 2:37 p.m.

4. **Report:** ADM.26.12 entitled "Library Board Recruitment Plan"
   The Board expressed that the Skills Matrix for Board members may be set too high; however, it was clarified that the matrix is intended to reflect the collective skills and expertise of the Board as a whole, rather than individual members. It was also noted that the matrix is intended to help guide the information included in calls for applications, and that the exact wording will not be used in recruitment advertisements.

   The Chair requested individual meetings with each Board member to determine their interest in reapplying to serve on the Board.

BMPL-Resolution 2026-034

Moved by Shawn McKinlay and seconded by Marie Swift, THAT the Blue Mountains Public Library Board receives the "Library Board Recruitment Plan"; AND

THAT the Blue Mountains Public Library Board approves the Desired Skills Matrix as referenced within the staff report, and as presented, for the purpose of guiding the composition of the Board; AND

THAT the Blue Mountains Public Library Board directs the Library CEO to forward the Library Board Recruitment Plan to the Town Clerk for consideration. CARRIED.

5. **Report:** GOV.26.03 entitled "Strategic Planning Committee Update-May" [Joanne de Visser]
   Presented to the Board as information.

6. **Verbal Update**: 2026 OLS Spring Board Assembly Meeting [Marie Swift]
   Member Swift could not attend but provided an OLS PowerPoint which outlined the discussions planned for the Assembly.

G. Closed Session

BMPL-Resolution 2026-035

Moved by Carol Sackville-Duyvelshoff and seconded by Kristina Wichman, THAT, pursuant to sections 16.1(b) and 16.1(4)(c) of the Public Libraries Act, this Board do now move into closed session in order to address matters pertaining to personal matters about an identifiable individual and a proposed or pending acquisition or disposition of land by the Board. CARRIED.

The Board moved into closed session at 3:28 p.m.

The Board took a brief break from 3:28-3:33 p.m.

Adjournment of Closed Session
The Board returned to public session at 4:26 p.m.

H. Roundtable

H.1 Roundtable—General updates by the Board

1) Community Updates and News:
   - Collingwood Today (April 15, 2026): TBM library use up in 2025 as CEO, staff 'celebrate momentum'
   - Centre for Free Expression (April 28, 2026): The Rising Demands for Censorship: Final Report on Challenges Faced by Canadian Libraries in 2025
   - Centre for Free Expression (April 30, 2026): Responding to Alberta Government's Defence of Public Library Takeover

- University of Saskatchewan (May 5, 2026): A new chapter for USask's cultural heritage: Libraries, museums, galleries, and the Diefenbaker Canada Centre come together
- Ottawa Citizen (May 10, 2026): Ottawa library reveals new 'third space' rebrand vision
- Orillia Matters (May 11, 2026): City bows to pressure, will grant OMAH's deputation request
- Collingwood Today (May 12, 2026):Blue Mountains water manager wins top industry honour

2) BMPL Events: a shortlist of special events occurring prior to the next meeting were provided.
   - Art Supplies Sale
     May 23, 2026 | 11 am-3pm| L.E. Shore
   - Exhibit Opening: Nature in Motion
     June 6, 2026 | 2-4 pm | L.E. Shore
   - Open Doors: A Spring Heritage Tour
     June 7, 2026 | 10 am-3:30 pm | Various Locations
   - L.E. Shore Artist of the Year
     June 13, 2026 | 9:45 am-5 pm| L.E. Shore

I. Key Messages

BMPL-Resolution 2026-036

Moved by Joanne de Visser and seconded by Laurey Gillies, THAT this Board approves the release of the May 2026 Key Messages. CARRIED.

J. Notice of Meeting Dates

The next regularly scheduled Board meeting is June 18, 2026; however, with no pressing matters on the agenda, CEO Murley and the Chair may cancel, and if so, will notify the Board.

All meetings and relevant agenda materials will be posted on the Meeting and Agenda page of Governance.

K. Adjourned

The Board adjourned at 4:30 p.m.

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Julia Scott, Chair Jennifer Murley, Board Secretary