
The Blue Mountains Public Library Board Meeting

Meeting Date: September 17, 2026
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Microsoft Teams
Prepared By: Jennifer Murley, CEO/Secretary of the Board
Franz Greenfield, Administrative Assistant

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

Guests: Brendan Hall, Lead Audit Engagement Partner (KPMG) [via Microsoft Teams]
Ryan Gibbons, Director of Community Services (TBM)
Phil Pesek, Manager of Facilities & Fleet (TBM)
Vicky Bouwman, Supervisor of Accounting and Budgets (TBM)

Absent: N/A
Regrets: Marie Swift
Staff: Jennifer Murley, CEO
Franz Greenfield, Administrative Assistant

A. Call to Order

A.1 Moment of Reflection

The Board meeting was called to order by the Chair at 12:59p.m. A Moment of Reflection was observed.

A.2 Indigenous Acknowledgement Statement

The Chair read of the Indigenous Acknowledgement Statement.

A.3 Public Announcement

No members of the public were present.

B. Agenda

B.1 Approval of the Agenda

BMPL-Resolution 2026-041

Moved by Carol Sackville-Duyvelshoff and seconded by Joanne de Visser, THAT the Agenda of September 17, 2026, be approved as circulated, including any items added to the Agenda. 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 2026-042

Moved by Kristina Wichman and seconded by Shawn McKinlay, THAT this Board receive as information:

1. ADM.26.16 entitled “2026 Action Plan-Summary Review-September”
2. ADM.26.17 entitled “Deaccessioning Requests-July Follow up”
3. FIN.26.03 entitled “2025 Audit Report”
4. GOV.26.05 entitled “Strategic Planning Steering Committee-2027-2037 Draft Strategic Plan-V1”
5. GOV.26.06 entitled “Finance Working Group Update-Policy Review & Draft Financial Framework”

CARRIED.

D. Minutes

- D.1 Previous Minutes

BMPL-Resolution 2026-043

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board approves the Blue Mountains Public Library Board minutes of July 16, 2026, as presented; AND

THAT this Board receives the Blue Mountains Public Library Strategic Planning Steering Committee minutes of July 8, 2026, and August 6, 2026, as information; AND

THAT this Board receives the Blue Mountains Public Library Board’s Financial Working Group minutes of July 9, 2026, and August 13, 2026, as information. CARRIED.

- D.2 Business Arising from the Minutes
None.

E. Communications with the Board

The deadline for registration was Monday, September 14 at 2:00p.m.

- E.1 Deputations
None.
- E.2 Public Input on the Agenda
No members of the public were present.
- E.3 Correspondence
None.

F. Strategic Plan Updates & Action Items

- F.1 Action Planning
1. **Report:** ADM.26.16 entitled “2026 Action Plan-Summary Review-September”
Received by the Board as information.
- F.2 Strategic Plan Pillar: Community Hubs
1. **Verbal Report:** LES Expansion Next Steps [Ryan Gibbons, Phil Pesek]
Ryan Gibbons and Phil Pesek provided an overview of the next steps for the L.E. Shore expansion project, highlighting the following key items:
 - Preparing an RFP for release in late 2026 or early 2027.
 - Developing a Stage Gate Process outlining the critical path to RFP release, including key timelines and opportunities for Board engagement throughout the process. This will be brought to the Board at their October 15, 2026, meeting.
 - Phil Pesek also provided an overview of a CCDC 2, which will be utilized for this project.
- F.3 Strategic Plan Pillar: Organizational Excellence
1. **Presentation:** Draft 2025 Audited Financial Statements [KPMG]
Brendan Hall from KPMG presented the findings of the 2025 audit. The audit demonstrated a clean audit of the NPO. A few administrative items remain outstanding; however, it is anticipated that the financial statements will be issued later this week.
- The Board had an opportunity to discuss the audit and ask questions. In particular, discussion focused on reserve funds:
- For the purposes of informed financial planning, the Board requested that future audited financial statements include a note outlining the individual amounts held in the Library Legacy Capital Reserve and Surplus Reserve Funds, rather than combining the two into a single line item.

- For greater clarity, the Board also requested that library reserves held by the Town, except for the Library Development Charge Fund, be reflected in the Library's future audited financial statements. There is some uncertainty regarding the legal requirements for this change, which will need to be investigated further.

BMPL-Resolution 2026-044

Moved by Kristina Wichman and seconded by Laurey Gillies, THAT this Board approve the audited consolidated financial statements of the Blue Mountains Public Library for year ended December 31, 2025; and direct the CEO to make the audited financial statements publicly available; AND

THAT this Board appoint the auditor for the Town of The Blue Mountains as the auditor for the Blue Mountains Public Library for the 2026 fiscal year. CARRIED.

2. **Report:** GOV.26.05 entitled "Strategic Planning Steering Committee-Draft 2027-2037 Strategic Plan-V1"
Following discussion and feedback, the Plan was approved. The document will be provided to the new Council as part of its orientation in early 2027. The Plan will be formally released and promoted to the public in 2027. In the meantime, the Board suggested that messaging from the Plan be incorporated into communications ahead of its official release.

BMPL-Resolution 2026-045

Moved by Shawn McKinlay and seconded by Laurey Gillies, THAT the Blue Mountains Public Library Board approve the 2027-2037 Strategic Plan as amended. CARRIED.

3. **Report:** GOV.26.06 entitled "Finance Working Group Update-Policy Review & Draft Financial Framework"

The Board reviewed the financial framework and related financial policies and requested a number of revisions.

Key items arising from discussion included:

- **POL-SYS.2018.90 - Finance:** The Board requested that CEO Murley investigate whether the Town of The Blue Mountains is subject to the Broader Public Sector Accountability Act.
- **POL-SYS.2026.01 - Donations, Sponsorships, and Fundraising:** Following a review of "POL-SYS.2018.52 Donations and Fundraising", and in consideration of the Library's new charitable status and the number of revisions required for this policy, CEO Murley recommended that it be replaced with the new policy, "POL-SYS.2026.01 - Donations, Sponsorships, and Fundraising".
- **POL-SYS.2026.02 - Reserve Policy:** CEO Murley highlighted the Arts & Culture Council Reserve, which had not previously been identified by either CEO Murley

or the Board. Historically, this reserve had been amalgamated with the General Reserve - Non-Growth Related, making it unidentifiable.

BMPL-Resolution 2026-046

Moved by Carol Sackville-Duyvelshoff and seconded by Shawn McKinlay, THAT the Blue Mountains Public Library THAT the Blue Mountains Public Library Board approve the following, as amended/presented:

- POL-SYS.2018.90 Finance
- POL-SYS.2026.01 Donations, Sponsorships, and Fundraising
- POL-SYS.2026.02 Reserve Policy
- Draft Financial Framework; AND

THAT the Blue Mountains Public Library Board rescind POL-SYS.2018.52 Donations and Fundraising upon approval of POL-SYS.2026.01 Donations, Sponsorships, and Fundraising. CARRIED (5 in favour, 1 opposed).

4. **Verbal Report:** Board Recruitment Update [Library CEO]

Town Council supports the Board's recommended process for selecting the next Board, and the Town Clerk has provided the following key dates:

- October 28: call for applications released.
- November 18: deadline to apply.
- November 19: the Board selection committee provided with applications.
- November 30: at a Special Meeting of Council, Council consider the committee's recommendations.
- December 14: Council appoint new Board members.

Two information sessions will be held for community members interested in joining the Board, with dates to be determined.

CEO Murley will also bring a draft legacy document to the October 15, 2026, Board meeting for review.

F.4 Strategic Plan Pillar: Empowering Services

1. **Report:** ADM.26.17 entitled "Deaccessioning Requests-July Follow up"
Received by the Board as information.

G. Roundtable

G.1 Roundtable—General updates by the Board

- 1) Community Updates and News:

- Collingwood Today (September 4 ,2026): [TBM announces changes to organizational structure](#)
 - Collingwood Today (September 9, 2026): [TBM Library now has charitable status](#)
 - Toronto Life (August 27, 2026): [Access to culture should be a right not a privilege: ROM CEO Nicholas Bell on making the museum more affordable](#)
- 2) BMPL Events: a shortlist of special events occurring prior to the next meeting were provided.
- [Author Talk & Book Launch: Karen James](#)
September 26, 2026 | 2-4 pm | L.E. Shore
 - [Exhibit Opening: New Beginnings – Pods & Seeds in Fibre Art](#)
October 3, 2026 | 2-4 pm | L.E. Shore
 - [REEL History Finale: Towns of the Blue Mountains](#)
October 7, 2026 | 7-9 pm | L.E. Shore

H. Key Messages

At the Board's July 2026 meeting, it was agreed that Key Messages no longer required approval from the Board. This section will be removed from future meeting agendas.

I. Notice of Meeting Dates

The next regularly scheduled Board meeting is scheduled for October 15, 2026, at 1:00 p.m. in the L.E. Shore Boardroom, or at the call of the Chair.

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

J. Adjourned

The Chair adjourned the meeting at 4:27 p.m.

Julia Scott, Chair

Jennifer Murley, Board Secretary