
The Blue Mountains Public Library Board Meeting

Meeting Date: June 20, 2024
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Posted to [YouTube](#)
Prepared By: Jennifer Murley, CEO/Secretary of the Board

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

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

A. Call to Order

The Board meeting was called to order by the Chair at 1:03 p.m. A Moment of Reflection was observed, followed by the reading of the Indigenous Acknowledgement Statement.

B. Agenda

B.1 Approval of the Agenda

The Chair noted that the audited financial statements were unavailable and would be deferred to the next meeting. The Ontario Library Association's "Save Our School Libraries" petition was added as an item of discussion under 'Other Business'. Member Shawn McKinlay noted that he would need to leave the meeting by 2:30 pm.

BMPL-Resolution 2024-045

Moved by Joanne de Visser and seconded by Carol Sackville-Duyvelshoff, THAT the Agenda of June 20, 2024, be approved as amended. CARRIED.

B.2 Declaration of Pecuniary Interest and General Nature Thereof

None were 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 2024-046

Moved by Julia Scott and seconded by Shawn McKinlay, THAT this Board receive as information:

1. ADM.24.19 entitled "Action Plan Update-June."
2. ADM.24.20 entitled "Valuing the Blue Mountains Library."
3. ADM.24.21 entitled "CEO Service Update-June."
4. ADM.24.22 entitled "Security Cameras." CARRIED.

D. Minutes

D.1 Previous Minutes

A few minor edits were requested.

BMPL-Resolution 2024-047

Moved by Carol Sackville-Duyvelshoff and seconded by Julia Scott THAT this Board approve the Board minutes of May 16, 2024, as amended. CARRIED.

D.2 Business Arising from the Minutes

Business arising from the minutes had been embedded in the meeting's agenda.

E. Communications with the Board

The deadline for registration was Monday, June 17 at 2:00p.m. No members of the public were present in the Zoom meeting and Facebook live was not working. A recording will be posted to YouTube.

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.24.19 entitled "Action Plan Update-June"

The CEO reviewed the status of multiple items, noting that many are in progress. The Board requested that both the number of programs and number of sessions be included when reporting on seniors' programs. The public computer replacement project should be completed by the July meeting. CEO Murley also noted that the 21st Century Library blog series will launch in the July newsletter, along with a series of micro surveys related to each theme. Section ES2.1 of the Action Plan was revised to capture the number of survey responses.

OE2.3 of the Action Plan addresses public signage for respectful behaviour. The CEO noted that this item should be completed for the July meeting. Staff are waiting to receive signage from the Municipality and will pair it with the signs created by the

BMPL.

The Board discussed timelines for Board items with the CEO Job Evaluation being added to the July agenda. The Board members will discuss the VOLT in their next meetings with individual Council members. A discussion on OE 5.2 in the Action Plan, identifying key influencers and developing a community plan, will need to be revisited at the September Board meeting. Chair Laurey Gillies highlighted that there are items on the plan that will likely be multi-year projects or activities. The Board requested that the CEO put together a Project Charter for the July meeting to address action items under Section CH2.1 (current space utilization/expansion), OE2.2 (VOLT including Council and community presentations), OE4.1 (semi-annual meetings with Council members), and OE5.2 (key influencers) of the Action Plan.

F.2 Strategic Plan Pillar: Community Hubs

1. **Verbal Report:** CEO Update on the 2024 Arts & Crafts Walk
CEO Murley noted that the in-person volunteer session would be cancelled, and important information related to health and safety would be sent to those assisting with the event. T-shirts will be distributed. The CEO also highlighted the ongoing collaboration between Library, Town, and ACC.
2. **Verbal Report:** CEO Update on the Blue Mountains Cultural Map
The digital portion of the Cultural Map will launch at the beginning of July with an initial 75 sites. It is anticipated more will be added through community consultation and ongoing advertising for donations of artifacts and stories. A physical map will accompany it once a design is finalized. Community contributions will be noted through the number of sessions and hours of engagement activities led by the Curator. Notes will be added to sites that are private property. Residents will not be encouraged to go onto private property. Sites will be removed from the map at the request of property owners.

Member Shawn McKinlay left the meeting at 2:24 p.m.
3. **Verbal Report:** CEO Update on the Multi-Use Recreation Feasibility Study
Colliers was awarded the contract for this project. The kickoff meeting was held, and the CEO met 1-on-1 with the consultants to discuss the Library's space needs and role in providing recreation services in the Town of The Blue Mountains.

The Board requested that it be engaged as a group versus 1-on-1 with the consultants as they share and make decisions as one. The Board asked Colliers to submit questions for a focus group before the meeting, preferably for the regularly scheduled July meeting, and that the focus group take place afterward. Board members can attend other engagement sessions as scheduled to share more thoughts.

The CEO also addressed questions surrounding the complexity of 'shared library services' and highlighted that there are very different needs for library services in each community and that the project's purpose is not to come back with one

solution for recreation services in both communities. The purpose of involving the libraries from each community is not to explore amalgamating Collingwood and TBM library services, but the feasibility of shared recreation and library services within each community, separately. Community consultation will be a large piece of this project and various 'feasible' options will be presented to Council.

The CEO noted that Colliers would be presenting to both Councils on Monday, June 24. The Board would have the option of inviting Colliers to present the same slide deck at a Board meeting but opted to have their Council rep, Shawn McKinlay, communicate the Board's questions at this stage.

F.3 Strategic Plan Pillar: Organizational Excellence

1. **Report:** ADM.24.20 entitled "*Valuing the Blue Mountains Public Library*"

CEO Murley presented the results of the VOLT using the Ontario Library Service's template, last updated in May of 2024. The analysis of the results was based on how the Library's ROI compared to a standard business return on investment, what the results identified about the library through each domain (i.e. the BMPL has space needs and thus scored lower in the SROI for the domain of 'space'). A discussion around comparing the results to comparators or other recreation-related services/facilities in the TBM took place. Chair Laurey Gillies requested clarification on how the Library's capital budget is incorporated (or not) in the calculations. CEO Murley is to look into the answer. The Board appointed Joanne de Visser, Carol Sackville-Duyvelshoff, and Julia Scott to a working committee to review the data and findings and craft a presentation to Council.

2. **Report:** ADM.24.22 entitled "Security Cameras"

The CEO clarified that security cameras at the Museum would be covered by the Municipality in 2024. The proposed plan for cameras at L.E. Shore, however, would be an additional cost which has not been budgeted. It was recommended that the Board work with the Town's IT department to include a request for cameras at L.E. Shore in the 2025 budget. A discussion took place regarding incorporating interior cameras near the public washrooms. CEO Murley will discuss further with IT during budget conversations.

3. **Verbal Report:** CEO Update on the Accessibility Feasibility Report

The CEO is waiting to review the report, but its initial findings indicate support for library space needs. A more detailed update will be provided at the next meeting.

4. **Verbal Report:** CEO Update on the TBM Youth Climate Action Fund

CEO Murley highlighted the many ways that the Library will contribute to this Town-led initiative, including leveraging existing connections with youth and offering space for engagement to take place. The CEO announced that she was also appointed to the selection committee, a sub-committee of the overall project team.

5. **Policy Update:** Chair Update on POL-SYS.2018.89 entitled, "Intellectual Freedom Policy".

The language under section 2 of the policy was amended to provide clarity on the

Library’s role in protecting intellectual freedom while upholding its commitment to providing authoritative information to the public. Programs and services were added to expand the commitment from simply a commitment to reading material. “Decisions regarding collections and programs *related to the GLAM* are at the discretion of the CEO” was added to the policy for clarity.

BMPL-Resolution 2024-048

Moved by Julia Scott and seconded by Carol Sackville-Duyvelshoff THAT this Board approve POL-SYS.2018.89 entitled “Intellectual Freedom Policy”, as amended. CARRIED.

F.4 Strategic Plan Pillar: Empowering Services

1. Report: ADM.24.18 entitled “CEO Service Update-June”

CEO Murley went over the May highlights, noting that they were selected based on the Action Plan and previous discussions. There was discussion about the Seed Library and where to find more information. The program information is available on the BMPL website and a link to the brochure will be investigated. CEO Murley highlighted that the Climate Action Now Network donated \$200 to the program.

G. Other Business

G.1 Save Our School Libraries

The Ontario Library Association has launched a petition to save Ontario school libraries in response to the Ministry of Education’s recent change to legislation, eliminating the requirement for school boards to report on how funding for school libraries is spent. The CEO welcomed the Board to participate and mentioned that messaging would go out on BMPL channels to educate the public.

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.
 - [Books in the Park](#) | June 21 from 1-3pm | L.E. Shore
 - [TD Summer Reading Club Launch](#) | June 22 from 11 am-2pm | Lions’s Park
 - [iPad Security & Good Practices](#) | June 27 from 2-4 pm | L.E. Shore
 - [Arts & Crafts Walk](#) | July 6 from 10am – 4pm | Bruce & Marsh Streets
 - [Tour of the Universe \(Planetarium Visit\)](#) | July 8 from 11 am – 3 pm | L.E. Shore

I. Key Messages

The CEO will draft the key messages and provide them to the Chair, Laurey Gillies, for review.

BMPL-Resolution 2024-049

Moved by Carol Sackville-Duyvelshoff and seconded by Joanne de Visser, THAT this Board approve the release of the Key Messages Update-June 2024. CARRIED.

J. Notice of Meeting Dates

The next regular meeting will occur on July 25, 2024, at 1:00pm. The focus will be on the Board and CEO Evaluation processes and the VOLT.

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

K. Adjourned

BMPL-Resolution 2024-050

Moved by Laurey Gillies THAT this Board does now adjourn at 4:35 p.m. to meet again at the call of the Chair. CARRIED.

Laurey Gillies, Chair

Jennifer Murley, Board Secretary