
The Blue Mountains Public Library Board Meeting

Meeting Date: January 16, 2025
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Posted to [YouTube](#)
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

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

A. Call to Order

The Board meeting, was called to order by the Chair at 1:02p.m. A Moment of Reflection was observed, followed by the reading of the Indigenous Acknowledgement Statement.

B. Agenda

B.1 Approval of the Agenda

BMPL-Resolution 2025-001

Moved by Kristina Wichman and seconded by Marie Swift, THAT the Agenda of January 16, 2025, 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 2025-002

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

1. ADM.25.01 entitled “2024 Action Plan Final Update”;
2. ADM.25.02 entitled “Outreach & Partnerships Report”;
3. ADM.25.03 entitled “Respectful Workplaces Compliance Report”;
4. ADM.25.04 entitled “CEO Service Update-January”. CARRIED.

D. Minutes

D.1 Previous Minutes

BMPL-Resolution 2025-003

Moved by Joanne de Visser and seconded by Laurey Gillies, THAT this Board approve the minutes of the November 21, 2024, Board meeting as circulated. CARRIED.

D.2 Business Arising from the Minutes

None.

E. Communications with the Board

The deadline for registration was **Monday, January 13 at 2:00 p.m.** No members of the public were present.

E.1 Deputations

None.

E.2 Public Input on the Agenda

None.

E.3 Correspondence

None.

F. Strategic Plan Updates & Action Items

F.1 Action Planning

1. **Report:** ADM.25.01 entitled “2024 Action Plan Final Update”

Of the 2024 Action Plan’s 46 items, 41 were achieved (89% completion rate), with 5 incomplete items to be included in the 2025 Action Plan.

Although this report has been published, the Board noted that the following corrections be noted in the minutes:

- CH2.3 (Annual outreach strategy): for clarity, add the appropriate years to the dates noted.
- ES2.3 (Programming and resources on eco-consciousness): clarify that the \$44,275.00 amount was not from the library’s budget but came from a grant secured by the Town of the Blue Mountains, which the library co-distributed as a member of the Town’s Youth Climate Action Fund Project Committee.

- OE5.2 (Identify key stakeholders): the Board asked that this item be included again in the 2025 Action Plan.
- The Board also requested that when the 2025 Action Plan's final update is prepared, comparable numbers from the previous year (2024) be included as a reference.

The CEO noted:

- CH1.2 (Physical audit of GLAM spaces): The accessibility audits are complete, and final reports are in the works. The Board will receive readily available information at its February meeting to support their 2025 planning.
- ES3.1 (Community Builders' page): This project was intended as pilot project, and to date, there has been limited uptake. CEO Murley and the Manager of Community Engagement will reevaluate the future of the project and provide an update to the Board (as information).

2. **Discussion:** POL-BLG.2018.99 entitled "Agenda & Multi-Year Agendas"
The Board made several minor edits to the policy. "A.3 Public Announcement" will be read as a permanent item of the agenda. If members of the public are present, the Chair will provide a brief overview of emergency procedures.

BMPL-Resolution 2025-004

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board approve POL-BLG-2018.99 entitled "Agenda & Multi-Year Agendas" as amended. CARRIED.

F.2 Strategic Plan Pillar: Community Hubs

1. **Report:** ADM.25.02 entitled "Outreach and Partnerships Report"
This report was presented.
2. **Verbal Report:** CEO Update on MURFA
The final MURFA report had been tentatively scheduled for presentation to both the Blue Mountains and Collingwood councils on December 12, 2024. Due to several logistical issues, this had been postponed. Currently there is no date scheduled for the report's presentation.

F.3 Strategic Plan Pillar: Organizational Excellence

1. **Report:** ADM.25.03 entitled "Respectful Workplaces Compliance Report"
This report outlines 2024 incidents, actions taken in response, and further recommendations.

CEO Murley noted that 2024 saw improvement in the Library's approach to incidents - introducing new policies and staff supports, forming a good relationship with the local OPP, as well as improving communication and consistency of approach with other Town facilities.

2. **Discussion:** POL-SYS-2025.01 entitled "Severe Weather Events"
This policy was presented to the Board.

BMPL-Resolution 2025-005

Moved by Laurey Gillies and seconded by Carol Sackville-Duyvelshoff, THAT this Board approve POL-SYS-2025-01 entitled “Severe Weather Events” as presented. CARRIED.

F.4 Strategic Plan Pillar: Empowering Services

1. **Report:** ADM.25.04 entitled “CEO Service Update-January”
This report was presented.
2. **Discussion:** Craigeleith Community Working Group Open House
A Craigeleith Community Working Group meeting will occur on January 23 from 4-6pm at the Shed (Clarksburg). The meeting aims to gather feedback on what the Group’s priorities should be. While the Board has not been specifically invited, several members will attend to learn more about the concerns and needs of the Craigeleith community.

G. Other Business

G.1 Verbal Update: Ontario Digital Public Library

The Federation of Ontario Libraries (FOPL) has asked Ontario library CEOs to meet with their respective MPPs regarding the Ontario Digital Public Library – which, if implemented, will be a province wide platform of digital resources (not books). Currently, this project requires government support and funding.

The project builds on championed government initiatives (i.e., broadband internet infrastructure across Canada for highspeed internet connectivity). Additionally, Digital Public Libraries have successfully launched in other provinces.

The Ontario Digital Public Library will positively impact libraries – several online resources could be allocated to this online platform, reducing individual library expenses.

CEO Murley will provide the project’s advocacy document to the Board, but no further action is required from members.

H. Roundtable

H.1 Roundtable—General updates by the Board

- 1) Community Updates and News:
 - i. Julia Scott and Marie Swift provided observations of libraries they recently visited in British Columbia and Alberta.
 - ii. Laurey Gillies reminded the Board of her presence on a panel at the Ontario Library Association conference. Gillies will be presenting with former BMPL CEO Sabrina Saunders on the Town/Library MOU. CEO Murley also reminded the Board that she will present on the MURFA, along with her colleagues from the Town of The Blue Mountains, Collingwood Public Library, and Town of Collingwood. Further, Library Assistant, Ashley will be presenting on delivering empathy-driven tech-help.

- iii. Kristina Wichman attended an Arts & Culture Council (ACC) event on January 14, which saw 100 attendees. The parking lot and gallery space were full to the seams, highlighting the need for additional space.
- 2) BMPL Events: a shortlist of special events occurring prior to the next meeting was provided.
 - [Writer's Course with Katie Zdybel](#)
Thursday, January 23 | 4-6 pm | L.E. Shore Library
 - [Family Literacy: Learn to be Green](#)
Monday, January 27 | 11 am- 12pm | L.E. Shore Library
 - [Exhibit Opening: Celebrating the Colour Magenta](#)
Saturday, February 1 | 2-4 pm | L.E. Shore Library

I. Key Messages

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

J. Notice of Meeting Dates

The next Board meeting was originally scheduled for February 20, 2025, but has been rescheduled to **February 13, 2025, at 1:00 p.m.**

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

K. Closed Session

The Board certified that no other business would occur following the closed meeting.

K.1 Move Into Closed Session

BMPL-Resolution 2025-006

Moved by Shawn McKinlay and seconded by Carol Sackville-Duyvelshoff, THAT with regard to section 16.1(4) of the Public Libraries Act, THAT this Board move into closed session to discuss personal matters about an identifiable individual and labour relations or employee negotiations. CARRIED.

The Board moved into Closed Session at 2:48 p.m.

K.2 Adjournment of Closed Session

The Board returned to Open Session at 3:32 p.m.

L. Adjournment

BMPL-Resolution 2025-007

Moved by Joanne de Visser and seconded by Marie Swift, THAT this Board does now adjourn at 3:33p.m. to meet again at the call of the Chair. CARRIED.

Julia Scott, Chair

Jennifer Murley, Board Secretary