

The Blue Mountains Public Library Board Meeting

Meeting Date: November 20, 2025
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Microsoft Teams
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

Guests: Julie Lang, Senior Interior Designer, Salter Pilon
Marc Bartolucci, Associate, Salter Pilon
Claire Dalli, Representative, Salter Pilon

Absent: N/A
Regrets: N/A
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 1:04 p.m., followed by a Moment of Reflection. Board Members Mckinlay and Swift, as well as the Salter Pilon representatives, joined the meeting via Microsoft Teams.

A.2 Indigenous Acknowledgement Statement

The Chair read the Indigenous Acknowledgement Statement.

A.3 Public Announcement

None – no members of the public were present.

B. Agenda

B.1 Approval of the Agenda

BMPL-Resolution 2025-059

Moved by Joanne de Visser and seconded by Laurey Gillies, THAT the Agenda of November 20, 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 2025-060

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

- 1) *2025 Action Plan Status*
 - 2) *FIN.25.04 entitled “2025 Q3 Financial Report”*
 - 3) *FIN.25.05 entitled “2026 Draft Budget”*
 - 4) *GOV.25.04 entitled “2026 Library Board Evaluation Results”*
- CARRIED

D. Minutes

- D.1 Previous Minutes

BMPL-Resolution 2025-061

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board approve the minutes of the October 16, 2025, Board meeting as circulated. CARRIED.

- D.2 Business Arising from the Minutes
None arose.

E. Communications with the Board

The deadline for registration was Monday, November 17 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

- 1. **Tom Strnad, South Georgian Bay Media Association Re: Immediate Need for Library Expansion**
This item was accepted as information.

F. Strategic Plan Updates & Action Items

F.1 Strategic Plan Pillar: Community Hubs

1. **Presentation: Space Utilization Study [Library CEO & Salter Pilon Architecture]**

Marc Bartolucci, representative from Salter Pilon Architecture, provided a high-level update on progress made to date. It was noted that this presentation did not include the same degree of detail that will be incorporated in the final report.

The Board provided feedback to be incorporated in the final report, emphasizing the need for data driven rationale behind recommended changes or additions to the L.E. Shore library facility. An executive summary was also requested.

The Board entered a brief break at 2:37pm, returning at 2:44pm.

2. **Verbal Report: Multi-use Recreation Feasibility Assessment (MURFA) Next Steps [Library CEO]**

The Board commended CEO Murley for her leadership on the project and her contributions to the final report. The Library's perspective is clearly and effectively represented.

The second phase of this project will commence after the Space Utilization Study results are finalized, which will help inform future decision making. CEO Murley's understanding is that the Library will continue to be involved in further development of the Multi-Use Recreational Facility, whether or not final recommendations will include library services.

F.2 Strategic Plan Pillar: Organizational Excellence

1. **Report: FIN.25.04 entitled "2025 Q3 Financial Report" [Library CEO]**

This report was reviewed, and CEO Murley answered questions. No financial concerns were noted. Future iterations of this report will utilize the Town's quarterly financial report template.

2. **Report: FIN.25.05 entitled "2026 Draft Budget" [Library CEO]**

The following clarifications and corrections were noted:

- Capital budget of \$140,400.00, funded by the Board's Surplus Reserve Fund. \$60,000 is a capital carryover from 2025 for the replacement of the Library's circulation desk (which was not spent due to the Space Utilization Study).
- Transfer from Surplus Reserve Fund: the FIN.25.05 report lists \$6,875.40 as the amount to be transferred for the 2026 budget; however, the library's 2026 Draft Budget lists \$3,855.40. CEO Murley to clarify which number is correct.
- Council Contribution: there is a discrepancy between what is listed in the Library's 2026 Draft Budget versus the Town's 2026 Draft Budget. CEO Murley to clarify.

BMPL-Resolution 2025-062

Moved by Laurey Gillies and seconded by Joanne de Visser, THAT this Board approve the 2026 Budget as presented, subject to confirmation of the 2026 Municipal contribution. CARRIED.

3. **Report:** GOV.25.04 entitled “2026 Library Board Evaluation Results”
This item was postponed to the Board’s January 2026 meeting.
4. **Verbal Report:** Strategic Planning Steering Committee [Committee Chair, Joanne de Visser]
The Committee confirmed the timing of the youth consultation for February 2026, which will be arranged with the Georgian Bay Community School. The Committee is also exploring the possibility of hiring an OLS consultant.
5. **Verbal Report:** Craigeleith Community Working Group [Member Laurey Gillies]
Member Gillies noted that several of the Working Group’s Craigeleith initiatives align with the Board’s priorities and present opportunities for collaboration. Gillies will reach out to the Working Group leads to explore this further

F.3 Strategic Plan Pillar: Empowering Services

1. 30th Anniversary Celebrations [Library CEO]

The final event of the 30th Anniversary Celebrations will occur on December 4, 2025, featuring presentations from the Museum Curator, CEO Murley, and Ken Haigh (past CEO of the Blue Mountains Public Library).

Member Shawn McKinlay, on Microsoft Teams, experienced technical issues starting at 4:12 p.m. (unable to hear or see the meeting).

G. Roundtable

G.1 Roundtable—General updates by the Board

- 1) 2026 OLS Board Assembly Representative

BMPL-Resolution 2025-063

Moved by Laurey Gillies and seconded by Kristina Wichman, THAT this Board appoint Marie Swift as the 2026 OLS Board Assembly Representative. CARRIED.

- 2) Community Updates and News:
 - Orillia Matters (October 19, 2025): [How I came to love the library I once criticized](#)
 - Librarianship.ca (October 31, 2025): [Canadian Federation of Library Associations \(CFLA\) October 2025 Update](#)
 - Collingwood Today (November 5, 2025): [Grey County municipalities get provincial funding boost](#)
 - Collingwood Today (November 8, 2025): [TBM library and Beaver Valley Outreach receive international honour](#)
 - Niagara This Week (November 10, 2025): [How do public libraries affect their communities?](#)
 - Municipal World (November, 2025): [The library is not a department: Why public library boards matter](#)

- 3) BMPL Events: a shortlist of special events occurring prior to the next meeting were provided.
- [Concert: Gathering of Cellos with Kerri McGonigle](#)
Monday, November 24 | 7pm | L.E. Shore Memorial Library
 - [30th Anniversary Event: Expression Through Animation and Filmmaking](#)
Tuesday, November 25 | 7 pm | L.E. Shore Memorial Library
 - [30th Anniversary Event: Exhibit Opening: 30” by 30”](#)
Saturday, November 29 | 2-4 pm | L.E. Shore Memorial Library
 - [30th Anniversary Event: Evening Soirée with Ken Haigh](#)
Thursday, December 4 | 7-9 pm | L.E. Shore Memorial Library

McKinlay, still experiencing technical issues, left the meeting at 4:17 p.m.

H. Key Messages

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

BMPL-Resolution 2025-064

Moved by Carol Sackville-Duyvelshoff and seconded by Kristina Wichman, THAT this Board approve the release of the November 2025 Key Messages. CARRIED.

Having resolved the technical issues, McKinlay returned to the meeting at 4:20 p.m.

I. Notice of Meeting Dates

The next regular Board Meeting is scheduled for January 15, 2026, at 1:00 p.m. in the L.E. Shore Boardroom.

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

J. Closed Session

J.1 Move into Closed Session

BMPL-Resolution 2025-065

Moved by Marie Swift and seconded by Joanne de Visser, THAT with regard to section 16.1(4) of the Public Libraries Act, THAT this Board move into closed session to conduct the CEO's annual evaluation. CARRIED.

The Board moved into closed session at 4:21 p.m.

J.2 Adjournment of Closed Session

BMPL-Resolution 2025-066

Moved by Laurey Gillies and seconded by Shawn McKinlay, THAT this Board returns to the public session at 5:19 p.m.; and THAT this Board approve all recommendations made in closed session. CARRIED.

K. Election of Chair & Vice Chair

Before the annual election of Chair and Vice Chair, Chair Julia Scott presented a Notice of Amendment to the Board Bylaws recommending that starting in 2026, elections for these positions occur every two years instead of annually. The amendment was proposed to:

- Allow sufficient time for the administrative work required to update banking and related operations.
- Provide the Chair and Vice Chair with adequate time to become familiar with their roles, as a one-year term is insufficient for effective leadership.

Election of Officers:

- Chair: Laurey Gillies nominated Julia Scott, seconded by Carol Sackville-Duyvelshoff. Julia Scott accepted the nomination and was acclaimed Chair.
- Vice-Chair: Kristina Wichman nominated Joanne de Visser, seconded by Carol Sackville-Duyvelshoff. Joanne de Visser accepted the nomination and was acclaimed Vice Chair.

BMPL-Resolution 2025-067

Moved by Kristina Wichman and seconded by Carol de Sackville-Duyvelshoff, THAT this Board appoint Julia Scott as Chair, and Joanne de Visser as Vice-Chair of the Blue Mountains Public Library Board for a one-year term. CARRIED.

L. Adjourned

BMPL-Resolution 2025-068

Moved by the Chair, THAT this Board does now adjourn at 5:23 p.m. to meet again at the call of the Chair. CARRIED.

Julia Scott, Chair

Jennifer Murley, Board Secretary