

## The Blue Mountains Public Library Board Meeting

**Meeting Date:** January 15, 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 [**Via Microsoft Teams**]

**Absent:** N/A

**Regrets:** N/A

**Staff:** Jennifer Murley, CEO  
Franz Greenfield, Administrative Assistant

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### A. Call to Order

#### A.1 Moment of Reflection

The Board meeting was called to order by the Chair at 1:05 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

#### **BMPL-Resolution 2026-001**

Moved by Kristina Wichman and seconded by Marie Swift, THAT the Agenda of January 15, 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 2026-002**

Moved by Joanne de Visser and seconded by Laurey Gillies, THAT this Board receive as information:

- 1) *2025 Action Plan & Status*
- 2) *GOV.26.01 entitled “Strategic Planning Steering Committee Update”*
- 3) *ADM.26.01 entitled “Q4 Statistical Report 2025”*
- 4) *ADM.26.02 entitled “2026 BMPL Holiday Schedule”*
- 5) *ADM.26.03 entitled “Business Continuity Policy”*
- 6) *ADM.26.04 entitled “2025 Respectful Workplaces Compliance Report”*
- 7) *ADM.26.05 entitled “2025 Risk Assessment Report”*

CARRIED

**D. Minutes**

D.1 Previous Minutes

**BMPL-Resolution 2026-003**

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board approves the Blue Mountains Public Library Board minutes of November 20, 2025, as amended.

AND THAT this Board receives as information the Strategic Planning Steering Committee minutes of September 29, 2025, and December 3, 2025. CARRIED.

D.2 Business Arising from the Minutes

CEO Murley confirmed that the Transfer from Surplus Reserve Fund number in the staff report *FIN.25.05 2026 Draft Budget* was incorrect, but the number in the Library’s 2026 Draft Budget is correct.

**E. Communications with the Board**

The deadline for registration was Monday, January 12 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  
None.

## F. Strategic Plan Updates & Action Items

### F.1 Action Planning

#### 1. Full Review: 2025 Action Plan & Status

CEO Murley highlighted the success of the 2025 Action Plan, while noting how several initiatives were not completed due to being multi-year and/or in progress. Of specific note on initiatives not completed:

- **Space Utilization Study:** this initiative is about a month behind. CEO Murley provided additional details later in the meeting.
- **Building Expansion/Enhancement Plan:** in progress. Further work to be achieved following the completion of other projects (including the Space Utilization Plan and Strategic Planning Process), which this Plan will build upon.
- **Space Needs Presentation to Council:** not complete. Space Utilization Study still in progress.
- **Develop and Implement Programming Plan:** participation and number of programs did not meet the goal identified, but there were several contributing factors, including weather, lack of washrooms and staff leaves. For the next Action Plan, CEO Murley suggested that the Board consider how offering high quality programming (with solid attendance) is a higher priority versus producing more programs than the previous year. The Board noted that the wording for this initiative should be reworked in the next Action Plan to clarify the goal and measurements.
- **Develop and Implement Staff Challenging Interactions Training Plan:** although a plan was not developed, training and procedures were implemented.
- **Charitable Status:** application submitted August 21, but status is still pending. According to the latest information, an officer is to be assigned to the case by May 2026.
- **Multi-Year Financial Projections and Plan for Reserves:** this was incorrectly listed as “complete” and was therefore adjusted to “in progress”.
- **Consultation Plan for New Strategic Plan:** in progress but actively pursued.

### F.2 Strategic Plan Pillar: Community Hubs

#### 1. Report: Verbal Report: LES Washroom Renovation [Library CEO]

The washroom renovation’s Tender was issued on January 7, 2026, and will close on January 22, 2026, at 2:00 p.m. Interested contractors were invited to a site visit on January 13, which was well attended. Phil Pesek, TBM’s Manager of Facilities & Fleet, will provide a detailed update as the project progresses.

#### 2. Verbal Report: Space Utilization Study [Library CEO]

The final report requires additional work, so presentation has been delayed until the Board’s February meeting. CEO Murley will receive the first draft on January 26, which will also be reviewed by several key Municipal staff, with the Board receiving a copy on February 12.

The Board agreed that a presentation to Council should take place by the beginning of Q2, providing an update on their Expansion Plan. This timeline allows time to

review and discuss the report, provide feedback and incorporate its findings in the presentation.

3. **Verbal Report:** Multi-use Recreation Feasibility Assessment (MURFA) Next Steps [Library CEO]  
TBM Council has asked Collingwood Council for a resolution confirming a partnership, which has not yet been received.

### F.3 Strategic Plan Pillar: Organizational Excellence

1. **Discussion:** GOV.25.04 entitled “2025 Library Board Evaluation Results”  
This report was received as information at the November 20, 2025, meeting and deferred to January 15, 2026, for further discussion.

CEO Murley noted 71% completion rate, with overall positive feedback received. Of specific note from Board discussions:

- There was confusion around one of the survey’s questions regarding the Board having a variety of philosophical perspectives. For clarity, the Board requested the removal of the word “philosophical” so that it is clear that “a variety of perspectives” is desired.
- It was clarified that Board members can abstain from voting in motions they are not in favour of.

2. **Report:** GOV.26.01 entitled “Strategic Planning Steering Committee Update”  
This report was presented as information.

Of specific note from discussion:

- Page 1: The resolution seeking the Board’s approval of the report was incorrectly listed. Board approval is not required as the report was presented as information.
- Page 3: Chair Scott questioned the accuracy of the projected population growth slowdown in TBM. This point will be explored further.
- Page 5: clarity was requested for the term “Recreational Community”.
- Member Gillies suggested that the report explores how population growth and distribution changes across TBM communities.
- The Committee also provided an update on securing a consultant from Ontario Library Service. A request has been submitted, which has been placed on a waitlist for June 2026.

The Committee will next meet on February 9, 2026, and will incorporate feedback from today’s meeting while continuing work on Strategic Planning.

On the topic of consultation, Member Gillies provided an update from the Craigeith Working Group. Adam Smith, TBM CAO, plans to consult the community this year regarding the use of the old Craigeith fire hall. The Board will be invited to participate. The Craigeith Working Group supports this consultation plan as its funding request to TBM Council for community consultation was unsuccessful and

the group is now exploring secondary options to engage the community. There may be an opportunity for the Board to participate in this consultation as well.

The discussion then shifted to recent developments with Grey County, which is exploring the possibility of implementing a county-wide library system. The Board expressed its disagreement with this initiative and agreed that Chair Scott should convey these concerns to Mayor Matrosovs

3. **Report:** ADM.26.01 entitled “Q4 Statistical Report 2025”  
This report was reviewed. The Board provided several points of feedback, which will be explored further at their annual Planning Meeting.
4. **Report:** ADM.26.02 entitled “2026 BMPL Holiday Schedule”  
The Board approved this schedule, except for adding National Day of Truth & Reconciliation (September 30) as a Board designated holiday.

Key points from this discussion included:

- The Board emphasized their support for National Day for Truth & Reconciliation. The Board agreed that the day would be better honored through special programming rather than by closing library facilities.
- The Board expressed concern about having an additional day with no library services, especially with Beaver Valley Community School not closing for the holiday.
- The Board disagreed with the comparison to Remembrance Day (another Board designated holiday).
- The Board noted that their decision would only apply to 2026. The proposal will be explored further by seeking input from Indigenous community members and observing how TBM’s HR department addresses the holiday.

#### **BMPL-Resolution 2026-004**

Moved by Carol Sackville-Duyvelshoff and seconded by Joanne de Visser, THAT the Board approve ADM.26.02 entitled “2026 BMPL Holiday Schedule” as establishing the holiday closures of the Blue Mountains Public Library facilities for 2026 as amended. CARRIED.

*Member Joanne de Visser left the meeting at 3:30 p.m.*

5. **Verbal Report:** BMPL Museum Curator wins OLA Archival & Preservation Achievement Award [Library CEO]  
This provincial-wide award, specific to Archives & Heritage, honors the Museum Curator’s transformative leadership and ensuring TBM’s heritage. CEO Murley commended the Curator on the accomplishments achieved in just two years in the role.

#### **BMPL-Resolution 2026-005**

Moved by Laurey Gillies and seconded by Marie Swift, THAT the Board congratulate the Museum Curator on receiving the OLA Archival & Preservation Achievement Award. CARRIED.

6. **Report:** ADM.26.03 entitled “Business Continuity Policy”  
CEO Murley noted that TBM’s is currently developing their Cyber Security Response Plan. This policy may need to be updated based on that finalized Plan.

#### **BMPL-Resolution 2026-006**

Moved by Kristina Wichman and seconded by Laurey Gillies, THAT the Board approve the Business Continuity Policy as presented. CARRIED.

7. **Report:** ADM.26.04 entitled “2025 Respectful Workplaces Compliance Report”  
This report was reviewed.
8. **Report:** ADM.26.05 entitled “2025 Risk Assessment Report”  
This report was reviewed.
9. **Bylaw Review:** POL-BLG.2018.05 entitled “First Meeting of the Board”  
The Board adjusted the proposed bi-annual election to take place in January instead of November.

#### **BMPL-Resolution 2026-007**

Moved by Marie Swift and seconded by Kristina Wichman, THAT the Board approve a revision to BLG.2018.5.5, “Elected Positions of the Board,” such that the Chair and Vice Chair are elected every two years in January of years one and three. CARRIED.

10. **Verbal Report:** Craigeith Community Working Group [Member Laurey Gillies]  
This update was provided under “F.3 Strategic Plan Pillar: Organizational Excellence.”
11. **Verbal Report:** 2026 Budget Update [Library CEO]  
CEO Murley confirmed that the Council’s Contribution, which was incorrectly listed in the Town’s budget book, had been corrected (the previously listed number was higher than what would actually be received in 2026). CEO Murley also had the future projections corrected.

#### **F.4 Strategic Plan Pillar: Empowering Services**

1. **Verbal Report:** 30th Anniversary Celebration Wrap Up [Library CEO]  
CEO Murley highlighted the success of the 30th Anniversary Celebration, which attracted close to 400 attendees across the celebration events

### **G. Roundtable**

#### **G.1 Roundtable—General updates by the Board**

##### 1) Community Updates and News:

- Chair Scott: CEO Murley, Chair Scott and the Museum Curator are scheduled to meet with Heather McTavish Taylor in February regarding digitization. Heather was the chair of the Ontario Genealogical Society, with experience in records digitization.
- Collingwood Today (December 12, 2025): [Grey County will Evaluate County-Wide Library Options](#)

- The Independent (December 15, 2025): [Library advocates say federal bill could make postal costs untenable](#)
  - Collingwood Today (January 1, 2026): [Ten stories to watch in TBM and Grey Highlands in 2026](#)
  - North Bay Nugget (January 2, 2026): [North Bay council is projecting a \\$30 million investment in public library over ten years](#)
  - CBC News (January 10, 2026): [Toronto Public Library logs record number of digital checkouts](#)
- 2) BMPL Events: a shortlist of special events occurring prior to the next meeting were provided.
- [Calm Minds, Creative Hands, Exam De-Stress](#)  
Tuesday, January 20 | 5:30 pm | L.E. Shore Memorial Library  
Thursday, January 22 | 5:30 pm | L.E. Shore Memorial Library
  - [Exhibit Meet & Greet: Artist J. David Murphy](#)  
Saturday, January 24 | 1:00 pm | L.E. Shore Memorial Library
  - [Exhibit Opening: The Colour Orange](#)  
Saturday, January 31 | 2:00-4:00 pm | L.E. Shore Memorial Library
  - [Chasing the Stars: Light Pollution & What We Can Do](#)  
Thursday, February 19 | 6:00-7:30 pm | L.E. Shore Memorial Library

## H. Key Messages

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

## I. Notice of Meeting Dates

The Board switched their planning meeting from February 19, 2026, to March 19, 2026. The next regular Board Meeting will be held on February 19, 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

None.

## K. Adjourned

The Board adjourned at 4:22 p.m.

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Julia Scott, Chair

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Jennifer Murley, Board Secretary