



## Bruce County Public Library Board Minutes

November 20, 2024

Library Headquarters - Port Elgin

Present	Chris Peabody, Warden	Sheila Barker
	Mark Goetz, Councillor (Chair)	Catherine Dickison
	Don Murray, Councillor	Michael Moszynski (Vice-Chair)
	Jay Kirkland, Councillor	
Staff	Brooke McLean, Director of Library Services	Joanna Aegard, Assistant Director of Library Services
	Jessica Nesbitt, Administrative Assistant	

### 1. Call to Order

The Chair called the order at 9:58 a.m.

### 2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

### **3. Action Items**

#### **a. Minutes for approval**

Moved by Catherine Dickison

Seconded by Jay Kirkland

That the minutes of the September 25, 2024 meeting be approved.

Carried

#### **b. Policy Review**

Moved by Sheila Barker

Seconded by Michael Moszynski

That the Operational- Interlibrary Loan policy be approved as presented;  
and

That the Operational- Circulation policy be approved as presented.

Carried.

#### **c. Community Volunteer Income Tax Program**

Moved by Councillor Don Murray

Seconded by Jay Kirkland

That the Bruce County Public Library Board approve hiring a temporary, part-time administrative assistant to support the CVITP program, to be funded by the CVITP grant.

Carried

**d. Fees and Charges**

The Board discussed the proposed changes to the Library's fees and charges. In order to ensure that fees and charges amounts remain current, the Board provided the following direction:

**Direction to Staff:** review the Library's fees and charges and recommend any appropriate changes at least once per term.

Moved by Michael Moszynski

Seconded by Jay Kirkland

That the Bruce County Public Library Board increase exam proctoring fees to \$40.00 and processing fees to \$5.00 for all item types.

Carried

**4. Information Items**

The following reports were received for information:

**a. Director's Report**

The Board directed staff to review existing policies and report back on any policy changes required to support posting of external materials shared on our digital platforms.

**b. Summer Reading Report**

**c. Usage Report**

**5. Other Business**

Chair Goetz reported that he recently attended a meeting of the Bruce Grey Catholic District School Board, and the School Board expressed interest in exploring the potential for future partnerships with the Library.

**6. Next Meeting**

The next meeting of the Bruce County Library Board will take place on December 18, 2024 at the Lakeshore Hub

**7. Adjournment**

Moved by Warden Chris Peabody

That the meeting of the Bruce County Library adjourn at 11:17 a.m.

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Mark Goetz, Chair

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Brooke McLean, Director