

## Otonabee–South Monaghan Public Library Board Meeting

Minutes January 21, 2026 – 4-6 p.m. (Meeting held via Zoom due to weather)

**Present:** Roxanne St. Martin • Carolanne Nadeau • Colleen Bolin • Katy Crilly • Louisa Norris • Richard Peachy • Terry Holmes

### 1. Call to Order

The meeting was called to order at **4:02 p.m.**

### 2. Respect and Acknowledgement Declaration - Delivered by R. Peachy.

### 3. Consent Agenda

A few additions were noted and incorporated.

Items included:

- Acceptance of Agenda
- Declarations of Conflict of Interest
- Correspondence
- Delegations & Persons
- Minutes of December 17, 2025

**Motion:** To accept the Consent Agenda. **Moved by:** C. Bolin **Seconded by:** T. Holmes **Carried**

### 4. Standing Items

#### a. AODA Update

The Township has submitted its AODA Plan. The CEO will review and continue developing the Library's plan over the coming months.

#### b. Health & Safety

No updates currently. A staff meeting is scheduled for February 4, with the intention of appointing a Health & Safety representative.

#### c. Board Fundraising Committee

No activity to date. C. Bolin will chair the Committee, with K. Crilly and R. Peachy joining as members. Colleen requested clarity on the Library's fundraising priorities.

**Action:** Colleen will convene the Committee.

### 5. Business Arising from the Minutes

#### a. Advocacy for Increased Provincial Funding

The Board discussed the long-standing lack of increases to provincial library funding. T. Holmes recommended drafting a letter outlining the library's needs for presentation to Council and potentially to the province. OLA continues to advocate annually, but local advocacy is encouraged.

**Action:** The CEO will prepare a clear, evidence-based advocacy letter requesting an increased and earlier provincial operating grant, supported by local data showing our municipality carries nearly 80% of the library's operating costs to bring to Council for their support.

**b. Interlibrary Loan – Proposed Canada Post Amendments**

A letter has been prepared and submitted to Minister Lightbound and MP Emma Harrison for consideration, and has also been shared with OSM Council for endorsement.

**6. Board Calendar**

**a. Policy Review**

**Donations FR-01 (Board):** Revisions proposed by C. Bolin were accepted.

**Motion:** C. Bolin **Second:** R. Peachy **Carried.**

**CEO Partnership (including CEO Evaluation):** Minor revisions were approved. The Board agreed to conduct a full CEO evaluation every two years, with a shorter, streamlined review in alternating years.

**Action:** HR Committee will develop a more comprehensive evaluation framework.

**Motion:** L. Vatri **Second:** C. Bolin **Carried.**

**GOV-04 Service Excellence FN-07:** Minor revisions were accepted.

**Motion:** C. Bolin **Second:** T. Holmes **Carried.**

**7. Board Management Activities & Development**

**a. Governance 101 Workshop – April 15**

A two-hour Zoom workshop (4–6 p.m.) coinciding with the regular Board meeting. All Board members agreed to participate.

**8. Financial Reports**

**a. December 2025 Financial Statement**

**Motion to accept:** L. Vatri **Second:** R. St. Martin **Carried.**

**9. CEO Report**

**a. January 2026 CEO Report**

**Motion to accept:** L. Vatri **Second:** R. Peachy **Carried.**

**10. New Business**

**a. Social Calendar**

T. Holmes reviewed community events that may offer partnership opportunities. The community yard sale (first Saturday in June) was identified as a potential activity, possibly involving Two Small Rooms. The Board agreed to monitor the Township's community calendar six months in advance to coordinate participation.

**b. Board Training – Governance Series 1 & 2**

C. Bolin expressed interest in completing these training modules on behalf of the Board.

**Motion:** C. Bolin **Second:** L. Vatri **Carried.**

**11. Adjournment**

The meeting adjourned at **5:20 p.m.**

**Next Meeting:** February 18, 2026 – Bailieboro Public Library