



Callander Public Library Board
Meeting Minutes
January 15, 2025 6:00pm

Location: Callander Public Library, 30 Catherine St. W., Callander, ON

In Attendance: D. Villard, L. Boudreau, B. Boland, M. Sones

Virtually: A. Peden

Regrets: J. Sawyer, R. Noon

1. Call to order at 6:01pm
2. Declaration of Pecuniary Interest - None
3. Approval of Agenda
 - a. Requests for items to be removed from the Consent Agenda
 - b. Approval of the Meeting Agenda

Motion: 2025-01-01

That the Board approves agenda with the following changes:

- Items to be removed from the Consent Agenda:
 - Remove external affairs committee minutes to be discussed in 9.i
- Changes to the Agenda:
 - Correct item 5.b to Vice Chair

Moved: D. Villard, Seconded: L. Boudreau

Approved

4. Summary of election procedure – M. Sones provided summary
5. Nominations
 - a. Chair – L. Boudreau nominated D. Villard

Motion: 2025-01-02

That the Board appoints D. Villard as Chair of the Callander Public Library Board.

Moved: B. Boland, Seconded: A. Peden

Approved

D. Villard shared a few words about the quality and value of the work done by library staff. B. Boland put forward a motion to recognize.

Motion: 2025-01-03

That the Board thanks the Library staff and CEO for the quality of their work in the library and the valuable service to that they provide to the community.



Moved: B. Boland, Seconded: L. Boudreau
Approved

- b. Vice Chair – deferred to next meeting, if the Chair is unable to chair a meeting the board can appoint one of the board members present to do so as per GOV-01 By-laws.

6. Presentations/Delegations – Board Appreciation

M. Sones thanked the Board for volunteering their time for the Library and recognized that the success of the Library is directly related to wonderful group of individuals who donate their personal time to the governance of the organization. In addition, a letter from R. Benard was read aloud.

L. Boudreau’s 30th anniversary as a Library Board member was recognized as well.

7. Consent Agenda:

- a. Adoption of
 - i. November 27th, 2024 Meeting Minutes
- b. Library Operations Report
 - i. November/December Operations Reports
- c. Financial Reports
 - i. November 2024
 - ii. December 2024
- d. Committee Meeting Minutes
 - i. External Affairs Committee January 9th, 2025 – Removed and discussed in 9.i.
- e. Correspondence:
 - i. Letter received on November 3rd, 2024. To be discussed in closed session as per the Public Libraries Act R.S.O 1990, c.P.44, section 16.1(4)(f) to discuss *advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

8. Ongoing Business:

- a. Policies
 - For approval:
 - i. None
 - For review:
 - ii. None
- b. CFUW Funds - update
See attached Report: CFUW Funds -Update 2

9. New Business:

- a. Canada Summer Jobs Grant and OLS Connectivity Funding Applications
M. Sones reported that the application date for Summer Employment Opportunity funding stream was January 8, 2025 and the library did not apply.

Motion: 2025-01-04

That the Board approves the application for Canada Summer Jobs funding for the 2025 season and the OLS Connectivity Funding application submitted by the CEO.

Moved: L. Boudreau, Seconded: B. Boland

Approved

- b. Pricing for 2025
See attached Report: Library Fees for 2025

Motion: 2025-01-05

That the Board approves the Library Fees for 2025 as presented.

Moved: L. Boudreau, Seconded: B. Boland

Approved

- c. Communications Plan
See attached Report - Draft Communications Plan Revisions and recommendations from the External Affairs Committee – for information only
- d. Overdrive Advantage
See attached Report: Overdrive Advantage

Motion: 2025-01-06

That the Board approves the use of \$500.00 from the book budget to be used for electronic resources through OverDrive Advantage.

Moved: L. Boudreau, Seconded: B. Boland

Approved

- e. Board Evaluations/Strategic Planning
M. Sones reported that individual surveys will be sent out regarding Board evaluations and that individual Strategic Planning meetings will be scheduled.
- f. Annual Report
M. Sones presented the Annual Report and the Board indicated they would like the information presented to Council.
- g. Inclusion of library service in Municipal service review
D. Villard reported that the Municipality is completing and Service Review and library service will be included in this review.



- h. Board Member Comments
 - i. CEO Update
 - 1. Interlibrary loan migration update
 - 2. Municipality is advertising for new Library Board members
 - ii. Ad Hoc Building Committee – no update
- i. External Affairs Committee Minutes – B. Boland requested that the minutes be changed as discussed and brought to the next meeting for approval.

10. Closed Session as per the Public Libraries Act R.S.O 1990, c.P.44, section 16.1(4)(f) to discuss *advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

Motion: 2025-01-07

That the Board moves in camera to discuss advice that is subject to solicitor-client 7:01pm.

Moved: L. Boudeau, Seconded: B. Boland

Approved

Motion: 2025-01-08

That the board returns to the public session at 7:39pm

Moved: L. Boudreau, Seconded: B. Boland

11. Business Arising from Closed Session - none

12. Next regular meeting February 19th at 6:00pm

Board Chair: _____
David Villard

Date: _____

Secretary: _____
Melissa Sones

Date: _____