

LIBRARY BOARD
Regular Meeting
Monday, January 27, 2025 – 4:30 P.M.
BOARD ROOM & VIA ZOOM
AGENDA

Meetings may be viewed on the Board's Youtube channel
<https://www.youtube.com/@SSMPLLibraryBoard/streams>



1. Call to Order
 - 1.1 Excused Absence
 - 1.2 Land Recognition – S. Murray
2. Declaration of Conflict of Interest
3. Approval of Agenda
4. Delegations – NONE
5. Chair's Report (verbal)
6. Consent Agenda*
 - 6.1 Approval of the Minutes
 - 6.1.1 November 25, 2024 Regular Board Meeting Minutes
 - 6.2 Correspondence
 - 6.2.1 In-coming: NONE
 - 6.2.2 Out-going: NONE
 - 6.3 Financials
 - 6.3.1 January Finance Committee Report
 - 6.3.2 October Monthly Expenditure Report
 - 6.3.3 November Expenditure Report
 - 6.3.4 December Expenditure Report
 - 6.3.5 Friends Report – December 2024
 - 6.4 Policy Committee
 - 6.4.1 January Policy Committee Report
 - 6.4.2 Revised Policies
 - 6.4.3.1 100-03 Board-CEO Linkage Policy
 - 6.4.3.2 100-09 Board Orientation Policy
 - 6.4.3.3 100-13 Planning Policy
 - 6.4.3 Policies to be Rescinded
 - 6.4.3.1 NONE
 - 6.5 Summary of Motions
7. Items Removed from Consent
8. Business Arising from the Minutes
 - 8.1 NONE
9. Information Items
 - 9.1 Manager of Community Engagement Position

- 10. Board Development
 - 10.1 Board meeting Calendar 2025
- 11. New Policies
 - 11.1 NONE
- 12. Strategic Plan Update
 - 12.1 Deferred to AGM (Included in Annual Report)
- 13. New Business
 - 13.1
- 14. Board meetings
 - 14.1 Annual General Meeting February 24, 2025
- 15. Adjournment

***All matters listed under “Consent Agenda” are considered to be routine and will be enacted by one motion. Should a Board member wish an alternative action from the proposed recommendation, they may request that the matter(s) be moved to item #7.**

**Sault Ste. Marie Public Library
Library Board
REGULAR MEETING
Monday, November 25, 2024 – 4:30 P.M.
BOARD ROOM & VIA ZOOM**



Board Members Present:

Jami van Haaften	Paolo Bruni	Erin Ferlaino
Wayne Greco	Hannah Caicco	Steve Murray
Lisa Dobrovnik	Mike Olejnik	Kevin Harrison

Absent: Hannah Caicco, M. Olejnik left at 5:30 p.m.

Library: Matthew MacDonald, Rebekah Verdone

1. Call to Order

W. Greco called the meeting to order at 4:31 p.m.

1.1 Excused Absence

NONE

1.2 Land Recognition

E. Ferlaino read the land acknowledgement statement.

1.3 OLA's Commitment Toward Inclusive Librarianship

1.4 Acting Manager of Public Services Introduction

Kaitlyn Watson is Acting Manager of Public Services.

2. Declaration of Conflict of Interest

No conflicts declared.

3. Approval of Agenda

MOTION:

The Sault Ste. Marie Public Library Board approves the agenda of the September 25, 2023 meeting as presented.

Moved: L. Dobrovnik

Seconded: E. Ferlaino

CARRIED

4. Delegations

NONE

5. Chair's Report

The Board Chair presented a report on his activities as Chair over the previous month. Commended K. Aaltonen and M. MacDonald for their budget presentation to the City.

6. Consent Agenda

6.1 Approval of the Minutes

6.1.1 October 7, 2024 Regular Board Meeting Minutes

6.2 Correspondence

6.2.1 In-coming: Laser Multimedia Entertainment from Michel Poirier

6.2.2 Out-going: NONE

6.3 Financials

6.3.1 November Finance Committee Report

6.3.2 September Monthly Expenditure Report

6.3.3 Financial Reports ending September 2024

6.3.4 Friends Report – October 2024

6.3.5 Fees Schedule 2025

6.3.6 Library 2025 Operational Budget Presentation

6.3.7 Updating Signing Authorities

6.4 Policy Committee

6.4.1 November Policy Committee Report

6.4.2 Revised Policies

6.4.2.1 400-07 Dress Code and Casual Dress Policy

6.4.2.2 400-09 Human Rights Policy

6.4.3 Policies to be Rescinded

6.4.3.1 NONE

6.5 Summary of Motions

MOTION

The Sault Ste. Marie Public Library Board approves the **consent agenda** of the September 25, 2023 meeting as amended.

Item 6.2.1 Correspondence: In-coming pulled from the consent agenda

Moved: S. Murray

Seconded: J. van Haaften

CARRIED

7. Items Removed from Consent

6.2.1 Correspondence

In-coming: Laser Multimedia Entertainment from Michel Poirier

8. Business Arising from the Minutes

NONE

9. Information Items

9.1 Thank you from NOHLA

9.2 December Open Houses

9.3

10. Board Development

10.1 Board meeting Calendar 2025

The Board agreed on the calendar. The first Tuesday of the month will be for the Policy Committee meeting. The Tuesday before the Board meeting will be the Finance Committee meeting.

10.2 OLA Superconference

M. MacDonald will be presenting this year at the Superconference. His presentation will be on security at the Library. There is an opportunity to send a couple of Board members if there is interest.

10.3 Board Training

11. New Policies

11.1 300-21 Programming Policy

11.2 400-12 Employee Recognition Policy

11.3 400-15 Using Artificial Intelligence Policy

MOTION

The members of the Sault Ste. Marie Public Library Board approve the new policies

11.1 300-21 Programming Policy

11.2 400-12 Employee Recognition Policy

11.3 400-15 Using Artificial Intelligence Policy

as presented.

Moved: E. Ferlaino

Seconded: J. Van Haaften

CARRIED

12. Strategic Plan Update

13. Holiday Hours Adjustment

MOTION

The Sault Ste. Marie Public Library Board approve the modified operating hours for library locations to close at 12:00 p.m. on December 24, 2024 and December 24, 2025.

Moved: S. Murray

Seconded: E. Ferlaino

CARRIED

14. Asset Management Plan Summary

Document will be brought to Finance Committee for review.

15. Operational Hours Report

This has been deferred until May 2025.

MOTION

The Sault Ste. Marie Public Library Board approve deferring the Report of the Operational Hours until the May 2025 Board Meeting.

Moved: L. Dobrovnik

Seconded: E. Ferlaino

CARRIED

16.

MOTION

The members of the Sault Ste. Marie Public Library Board move into Closed Session pursuant to the Public Libraries Act, Section 16.4 Closed Meetings, as the subject matter being considered is: Labour Relations or relations or employee negotiations. Further be it resolved that should the said Closed Session be adjourned, the Board may reconvene in Closed Session to continue to discuss the same matter without the need for further authorizing resolution.

BE IT FURTHER RESOLVED THAT the following person(s) be permitted to attend:
M. MacDonald, R. Verdone

Moved: S. Murray

Seconded: E. Ferlaino

CARRIED

17. Report of the Closed Session

NONE

18. New Business

J. Van Haaften brought up having an MOU with the City. W. Greco asked to have the topic brought back in February.

19. Adjournment

MOTION

The Sault Ste. Marie Public Library Board move to adjourn the November 25, 2024 meeting at 6:02 p.m.

Moved: S. Murray

Seconded: L. Dobrovnik

CARRIED

Chairperson, Library Board



REPORT OF THE SSMPL BOARD

FINANCE COMMITTEE

Committee Members in Attendance: Lisa Dobrovnik, Jami van Haaften, Kevin Harrison, Steve Murray, Mike Olejnik, Wayne Greco

Members Absent: NONE

Meeting Date: January 21, 2025

Review:

November 19, 2024, and January 21, 2025, committee minutes to be reviewed at next meeting.

The Committee reviewed the October, November, and December 2024 Expenditures Reports.

There were no Financial Reports for review.

The Committee discussed changing the Library's credit card provider and increasing spending limits for various positions. The Business Administrator will return to the committee with a report on the top two preferred lenders.

Information Items:

The Business Administrator is planning an asset inventory.

The Library has applied for the Summer Experience Grant to hire a summer student.

NOFHC funding for the digital intern will end May 2025. The Library will apply for an extension.



The Business Administrator is working on Year-end reporting.

Recommendations:

Resolved that the expenditures for the month of October 2024, which include wages, benefits and RBC Visa in the amount of \$376,252.99 be confirmed paid.

Resolved that the expenditures for the month of November 2024, which include wages, benefits and RBC Visa in the amount of \$282,556.47 be confirmed paid.

Resolved that the expenditures for the month of December 2024, which include wages, benefits and RBC Visa in the amount of \$310,464.16 be confirmed paid.



Sault Ste. Marie Public Library

Monthly Expenditure Report for October 2024

Cheque Register

October 3, 2024	12,540.51
October 10, 2024	94,807.86
October 17, 2024	17,211.65
October 24, 2024	125,107.30
October 31, 2024	1,006.83
Subtotal	<u>\$250,674.15</u>

EFT from Bank Statements

Wages	116,195.21
RBC Visa	9,064.76
Service Fees	318.87
Subtotal	<u>\$125,578.84</u>
Total	<u><u>\$376,252.99</u></u>

Recommendation:

The expenditures for the month of October 2024, which include wages, benefits and RBC Visa in the amount of \$376,252.99 be confirmed paid.



Sault Ste. Marie Public Library

Monthly Expenditure Report for November 2024

Cheque Register

November 7, 2024	11,003.85
November 14, 2024	31,036.28
November 21, 2024	6,376.91
November 28, 2024	108,334.47
Subtotal	<u>\$156,751.51</u>

EFT from Bank Statements

Wages	119,817.04
RBC Visa	5,453.18
Deposit Bags	500.57
Service Fees	34.17
Subtotal	<u>\$125,804.96</u>
Total	<u><u>\$282,556.47</u></u>

Recommendation:

The expenditures for the month of November 2024, which include wages, benefits and RBC Visa in the amount of \$282,556.47 be confirmed paid.



Monthly Expenditure Report for December 2024

Cheque Register

December 5, 2024	70.53
December 12, 2024	23,875.31
December 19, 2024	159,970.38
Subtotal	<u>\$183,916.22</u>

EFT from Bank Statements

Wages	117,387.39
RBC Visa	9,113.19
Service Fees	47.36
Subtotal	<u>\$126,547.94</u>
Total	<u>\$310,464.16</u>

Recommendation:

The expenditures for the month of December 2024, which include wages, benefits and RBC Visa in the amount of \$310,464.16 be confirmed paid.

2024 FRIENDS INCOME

MONTH	BOOKSALE TABLE	FRIENDS BOOKSTORE	ON-LINE SALES	MONTHLY TOTALS
JANUARY	\$ 101.50	\$ 3,199.85	-	\$ 3,301.35
FEBRUARY	\$ 114.00	\$ 3,011.21		\$ 3,125.21
MARCH	\$ 186.50	\$ 2,980.70	-	\$ 3,167.20
1st Quarter Totals	\$ 402.00	\$ 9,191.76	\$ -	\$ 9,593.76
APRIL	\$ 113.00	\$ 3,496.81	-	\$ 3,609.81
MAY	\$ 150.00	\$ 3,089.00	-	\$ 3,239.00
JUNE	\$ 229.00	\$ 3,072.50	\$ 643.06	\$ 3,944.56
2nd Quarter Totals	\$ 492.00	\$ 9,658.31	\$ 643.06	\$ 10,793.37
JULY	\$ 366.00	\$ 4,254.10	-	\$ 4,620.10
AUGUST	\$ 135.00	\$ 3,757.30	-	\$ 3,892.30
SEPTEMBER	\$ 147.00	\$ 3,046.30	-	\$ 3,193.30
3rd Quarter Totals	\$ 648.00	\$ 11,057.70	\$ -	\$ 11,705.70
OCTOBER	\$ 228.00	\$ 2,935.90		\$ 3,163.90
NOVEMBER	\$ 187.00	\$ 2,344.30	-	\$ 2,531.30
DECEMBER	\$ 188.00	\$ 2,243.60	-	\$ 2,431.60
4th Quarter Totals	\$ 603.00	\$ 7,523.80	\$ -	\$ 8,126.80
TOTALS Year To Date	\$ 2,145.00	\$ 37,431.57	\$ 643.06	\$ 40,219.63
	DATE	LIBRARY	FRIENDS	TOTAL
1st Quarter Totals	JAN-MAR	\$ 402.00	\$ 9,191.76	\$ 9,593.76
2nd Quarter Totals	APR-JUN	\$ 492.00	\$ 9,658.31	\$ 10,793.37
3rd Quarter Totals	JUL-SEP	\$ 648.00	\$ 11,057.70	\$ 11,705.70
4th Quarter Totals	OCT-DEC	\$ 603.00	\$ 7,523.80	\$ 8,126.80
Annual Total	JAN-DEC	\$ 2,145.00	\$ 37,431.57	\$ 40,219.63
				\$ -
Grand Total		\$ 40,219.63	\$ -	\$ 40,219.63



REPORT OF THE SSMPL BOARD

POLICY COMMITTEE

Committee Members in Attendance: Lisa Dobrovnik, Erin Ferlaino, Jami van Haaften, Steve Murray, Wayne Greco

Members Absent: NONE

Meeting Date: January 7, 2025

Review:

The Committee reviewed and revised 100-03 Board-CEO Linkage Policy, 100-13 Planning Policy, and 100-09 Board Orientation Policy.

No policies were rescinded.

No new policies were developed.

The Committee reviewed 100-05 Delegations and Public Participation Policy and has decided to defer it until the next meeting.

The Board discussed the Board Legacy document as part of 100-12 Board member Recognition Policy.

The Board discussed a succession document and decided that it should be tabled until 2026.

Recommendations:

That the Board accept the January 2025 Policy Committee Report as presented.



That the Board approve the following revised policies as presented:

100-03 Board-CEO Linkage Policy

100-13 Planning Policy

100-09 Board Orientation Policy

Title:	Board-CEO Linkage Policy	Policy Number: 100-03
Policy Type:	Governance	
Approval By:	Resolution Number RB 2012-06-18	
Approval Date:	June 18, 2012	
Revised Dates:	June 20, 2016; June 24, 2019; February 28, 2022, January 27, 2025	
Review Date:	February 2028	

PURPOSE

This policy defines the decision-making responsibilities that are delegated to the CEO including Library operations, administration and management, levels of financial authority and accountability, and performance evaluation. This policy ensures the accountability of the CEO to the Board in terms of personal and operational performance.

SCOPE

This policy pertains to the relationship between the Board and CEO.

POLICY STATEMENT

The Board's sole official connection to the Library's operation, organization, achievements, and conduct will be through the CEO, whose sole accountability is to the Board in accordance with the Public Libraries Act, R.S.O. 1990, c. P. 44.

ACCOUNTABILITY

In order to facilitate operational effectiveness, the Board recognizes that the CEO exercises all authority over and accountability of staff/volunteers and library operations.

The Board deals only through the CEO.

UNITY OF CONTROL

Only the Board, by majority vote, has authority over the CEO.

- Decisions or instructions of individual Board members, officers, or committees are not binding on the CEO except in circumstances when the Board has specifically authorized such instruction, through motion of the Board or policy.
- If an individual Board member requests information or assistance without Board authorization, the request can be referred to the Board for direction.

DELEGATION TO THE CEO

- All Board authority and accountability delegated to management is delegated through the CEO.
- The Board will provide direction to the CEO through policies and Board resolutions.

MONITORING EXECUTIVE PERFORMANCE

- The Board shall appoint a CEO Evaluation Committee in accordance with the Board's Procedural By-laws and annually evaluate the CEO in accordance with 400-14 Performance Appraisal Policy.
- The Board will appraise the performance of the CEO as per the Performance Appraisal Policy.

RELATED POLICIES

100-01 Governance Processes Policy
100-04 Executive Limitations Policy
100-06 Policy Formation Framework Policy
100-08 Signing Authority Policy
100-11 Board Code of Ethics
100-13 Planning Policy
200-01 Purchasing and Procurement Policy
300-10 Business Continuity Policy
300-12 Emergency Closing Policy
400-14 Performance Appraisal Policy

Title:	Board Orientation Policy	Policy Number: 100-09
Policy Type:	Governance	
Approval By:	R0228202203	
Approval Date:	June 28, 2021	
Revised Dates:	February 28, 2022, January 27, 2025	
Review Date:	February 2028	

PURPOSE

To make new Board members aware of their roles and responsibilities and to inform them of the various services the Library offers, including but not limited to the various facilities, staffing, collections, budgets and policies required to offer and facilitate those library services.

SCOPE

This policy applies to all Board members appointed by the City of Sault Ste. Marie City Council.

POLICY STATEMENT

The orientation of Library Board members is necessary in order to have a common and shared understanding of the authority and role of the Board.

BOARD ORIENTATION

Board members will receive orientation information prior to their first Board meeting. Orientation will take place outside of regular Board meetings.

The Board and CEO are responsible for developing an orientation process which shall include a presentation and Orientation Manual. The Orientation Manual shall contain the following items as determined by the Board:

- Information on governance including responsibilities of Board Members, Board By-laws, Board policies
- Information about the Library including a brief history, Library services provided, staffing and organizational structure, Library website/social media
- A copy of the Library's strategic plan and any related planning documents.
- Financial information including a review of the Annual Budget and Financial statements.
- An overview of the Public Libraries Act, R.S.O. 1990, c.P44
- Training Resources
- Any Board governance training resources provided by the Ontario Library Services.
- Copies of minutes and agendas for the previous year.
- Annual schedule of Library Board and committee meetings

The orientation shall include a tour of library facilities and an introduction to staff members and library services.

**RELATED POLICIES**

- 100-01 Governance Processes Policy
- 100-03 Board-CEO Linkage Policy
- 100-11 Board Code of Ethics
- 100-13 Planning Policy

Title:	Planning Policy	
Policy Type:	Governance	Policy Number: 100-13
Approval By:	Resolution Number R01202413	
Approval Date:	January 29, 2024	
Revised Dates:	January 27, 2025	
Review Date:	January 2028	

PURPOSE

To maintain an effective planning process for the Library in order to fulfill its mandate under the Public Libraries Act, RSO 1990, c. P44, to safeguard Library facilities and operations, and to meet other legislative requirements.

SCOPE

This policy is limited to governing and organizational plans. Individualized, human resources, and departmental plans are excluded.

DEFINITIONS

Accessibility Plan - an action plan to ensure that services at the Library are relevant, inclusive and responsive for all by preventing and removing barriers to accessibility and by meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act (AODA).

Business continuity plan or BCP - a collection of procedures and information that directs decisions and actions in the event of a business interruption, emergency or disaster.

Collection Development Plan - strategic document that outlines the library's approach to acquiring, maintaining, and managing its collection of library materials.

Strategic Plan - A document used to communicate the Library's priorities, goals, objectives, the actions needed to achieve them, and evaluate progress.

POLICY STATEMENT

The Board shall maintain effective planning processes for the library to fulfill its mandate under the Public Libraries Act, RSO 1990, c. P44, s. 20(a) and to meet its obligations under other federal, provincial and municipal laws and regulations.

ACCESSIBILITY PLAN

The Library shall have an Accessibility Plan as required by the Accessibility for Ontarians with Disabilities Act, 2005, S. O. 2005, C. 11. The plan will describe how the Library will prevent and remove barriers to accessibility and fulfill its obligations under the Act. Further, the plan will have an action plan outlining the strategies and actions to be taken to achieve the plan's goals.

The Accessibility Plan, information about assistive technologies, accessible collections and assistive services, as well as annual compliance reports will be made available on the library's website.

The Accessibility Plan is to be reviewed and updated on an as needed basis and at least once every five (5) years.

BUSINESS CONTINUITY PLAN

The Library shall have a Business Continuity Plan which will provide guidelines for safeguarding Library facilities, systems, equipment, and staff, as well as continuous operation of some or all of the Library's functions should a major emergency occur. The Business Continuity Plan will have information on risk mitigation, emergency preparedness, emergency response, and recovery.

COLLECTION DEVELOPMENT PLAN

The Library shall have a Collection Development Plan that will serve as a guide for ensuring that the library's collections are relevant, diverse, and up-to-date while addressing the informational, educational, and recreational needs of its patrons. The plan shall adhere to 300-03 Collection Development Policy and contain information about selection criteria, collection priorities, collection maintenance, and evaluation and assessment.

STRATEGIC PLAN

The Library shall have a Strategic Plan spanning several years. The Strategic Plan's purpose is to:

- share the vision of the Library Board
- have the Library respond to changing needs and trends in the community
- ensure Library funds are responsibly expended in a deliberate and accountable manner
- prevent duplication of services available elsewhere in the community
- maintain a continuity of services regardless of personnel changes

The Strategic Plan is a formal planning document which will include Mission and Vision statements, priorities, goals, objectives and action items. The Board will continue to review and evaluate the plan during the course of its term.

The planning process for the Strategic Plan shall include:

- community needs
- feedback and consultation from the community, staff, volunteers and other stakeholders
- an environmental scan including priorities of the municipality
- data and information from the previous Strategic Plan
- reporting and evaluation

The Strategic Plan will be replaced each time it reaches the end of its term.

RELATED POLICIES

Board By-Laws

100-01 Governance Processes Policy

100-04 Executive Limitations Policy

300-03 Collection Development Policy

300-10 Business Continuity Plan Policy

300-23 Accessible Customer Service Policy



Sault Ste. Marie Public Library

"One stop....endless possibilities"

AGENDA ITEM: 6.7

TO: LIBRARY BOARD
FROM: MATTHEW MACDONALD, CEO
SUBJECT: SUMMARY OF MOTIONS
DATE: JANUARY 27, 2025

The following is a summary of motions found in the consent agenda.

RESOLVED THAT

1. The Sault Ste. Marie Public Library Board approves the minutes of the November 25, 2024, meeting as presented.
☐ REMOVED FROM CONSENT
2. The Sault Ste. Marie Public Library Board accepts the Finance Committee report of the January 21, 2025, meeting as presented.
☐ REMOVED FROM CONSENT
3. The expenditures for the month of October 2024, which include wages, benefits and RBC Visa in the amount of \$376,252.99 be confirmed paid.
☐ REMOVED FROM CONSENT
4. The expenditures for the month of November 2024, which include wages, benefits and RBC Visa in the amount of \$282,556.47 be confirmed paid.
☐ REMOVED FROM CONSENT
5. The expenditures for the month of December 2024, which include wages, benefits and RBC Visa in the amount of \$310,464.16 be confirmed paid.
☐ REMOVED FROM CONSENT

6. The Sault Ste. Marie Public Library Board accepts the Policy Committee report of the January 7, 2025, meeting as presented.

☐ REMOVED FROM CONSENT

7. The following revised policies be approved as presented:
100-03 Board-CEO Linkage Policy
100-09 Board Orientation Policy
100-13 Planning Policy

☐ REMOVED FROM CONSENT

RESOLVED THAT:

The Sault Ste. Marie Public Library Board approves the consent agenda of the January 27, 2025, meeting as presented/amended:

Moved: _____

Seconded: _____

Chair of the SSM PL Board

CEO

Date

Date



Sault Ste. Marie Public Library

"One stop....endless possibilities"

AGENDA ITEM: 9

TO: LIBRARY BOARD
FROM: MATTHEW MACDONALD, CEO
SUBJECT: INFORMATION ITEMS
DATE: JANUARY 27, 2025

9.1 MANAGER OF COMMUNITY ENGAGEMENT POSITION

Elise Scofield submitted her resignation from her position as Manager of Community Engagement at the end of last year. Elise has been a dedicated worker, joining the Management Team in 2021 during the height of the pandemic. During her time here, she has started many new and exciting initiatives, completed numerous projects and developed relationships between the library and many local organizations and businesses. Elise is moving on in her career, accepting a CEO role at a small library in Central Ontario.

The Manager of Community Engagement position has been posted and closes February 4, 2025. While we are hoping to recruit a librarian with managerial experience, we will also be looking at candidates who do not possess a MLIS. In the interim, Senior Circulation and Branch Technician, Marlene Haidy, will fill in as Acting Manager of Community Engagement while the Library recruits for the position.

Elise Schofield is leaving behind a comprehensive succession plan and has offered consulting services to help onboard and train her eventual replacement.

Respectfully submitted,
Matthew MacDonald, Chief Executive Officer

For a list of upcoming programs and events please see our Library Newsletter
<https://ssmpl.ca/programs-events/library-newsletter/>

2025 SSMPL Board Calendar

January	February	March	April
Policy Committee Meeting Jan 7	Policy Committee Meeting Feb 4	Policy Committee Meeting March 4	Policy Committee Meeting Apr 1
Finance Committee Meeting Jan 21	Finance Committee Meeting Feb 18	Finance Committee Meeting March 25	Finance Committee Meeting Apr 22
OLA Conference Jan 29— Feb 1	Library Board AGM Feb 24	Regular Meeting Mar 31	Board Development Meeting Apr 28
Regular Meeting Jan 27	Presentation of Annual Report	Board Member Self Reflection Survey	
May	June	July	August
Policy Committee Meeting May 6	Policy Committee Meeting Jun 3		
Finance Committee Meeting May 20	Finance Committee Meeting Jun 24		
Regular Meeting May 26	Regular Meeting Jun 30		
	Review 2026 Operations Budget		
	Review Business Continuity Plan		
September	October	November	December
Policy Committee Meeting Sep 2	Public Library Month	Policy Committee Meeting Nov 4	
Finance Committee Meeting Sep 23	Policy Committee Meeting Oct 7	Finance Committee Meeting Nov 18	
Regular Meeting Sept 29	Finance Committee Meeting Oct 21	Budget Presentation to Council	
Approval of 2026 Library Closures	Board Development Meeting Oct 27	Regular Meeting Nov 24	
Board Evaluation (Dalhousie Tool)	Volunteer and Donor Reception	Approval of 2026 Fees Schedule	
CEO Evaluation Committee Meeting	OLS Virtual Conference Oct 22-23	CEO Evaluation	

