The City of Kawartha Lakes
Public Library

Public Library Board Meeting

Minutes

Thursday, September 3, 2026 at 6:00 p.m.

Online via Video Conferencing
& Meeting Room
Bobcaygeon Branch

123 East St South, Bobcaygeon, ON

Members

Coun. Dan Joyce
Susan Ferguson
Zac Miller
Joseph Mior
Pamela Noble
Shirley Norman
Heather Stauble via videoconferencing

Members Absent

Vanessa Doucet-Roche

Meeting #LB2026-06

1. Call to Order

The Chair called the meeting to order at 5:59pm with the following members present: Coun. D. Joyce, S. Ferguson, Z. Miller, J. Mior, P. Noble, S. Norman and H. Stauble.

V. Doucette-Roche was absent.

Staff present were J. Anderson and M. Junkin (Notetaker)

2. Chairs Remarks

J. Mior read the following Land Acknowledgement:

The Kawartha Lakes Public Library respectfully acknowledges that we are situated on Mississauga lands and the traditional territory covered by the Williams Treaties.

We are grateful for the opportunity to work here and we thank all the generations of people who have taken care of this land - for thousands of years. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples, both in shaping and strengthening this community and country as a whole. This recognition is connected to our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our community.

As an icebreaker, J. Mior asked members of the Board what acts of act of kindness they had experienced since the last meeting. Responses including having had someone helping to open doors for them, receiving a compliment, experiencing customer service going the extra mile, hearing of Dolly Parton's many acts of kindness and having a neighbour cut grass when their own lawn mower was broken.

3. Adoption of the Agenda

RESOLVED THAT the agenda for the City of Kawartha Lakes Public Library Board Meeting of September 3, 2026 be adopted as circulated.

Moved: S. Norman
Second: H. Stauble

4. Declaration of Conflict of Interest

NONE

5. Deputations / Presentations

NONE

Consent Agenda

6. Minutes

6.1 Draft Library Board Minutes of the August 6, 2026 Meeting

7. Correspondence

7.1 Friends of the Lindsay Library – Executive Meeting Minutes – July 7, 2026

Consent Agenda End

RESOLVED THAT the Consent Agenda be approved as circulated.

Moved: J. Mior
Second: H. Stauble

CARRIED

8. Reports

8.1 Library Financial Statement – July 2026 – J. Anderson – Written Report

J. Anderson advised that 2026 spending is on target.

J. Anderson advised that there will be changes to Development Charges in 2027 resulting in a small increase in the library's revenues line. The increase will go from $63,000 to about $140,000.

J. Anderson advised that the library will be discussing the draft budget with CKL Finance Committee later in October. After the election, Council will be presented with budget in February, with hopes that it passes in late February or early March

J. Anderson reported that, as a cost savings measure, the City will plan to implement no new positions - outside of those legislated by law – in 2027.

S. Ferguson noted that, despite her time on the Board, she is still shocked by how much staffing comprises the library's budget. J. Anderson confirmed that staffing costs are 78% of the library's budget and wages are outside the library's control.

8.2 Library CEO's Report – August 2026 - J. Anderson – Written Report

Z. Miller inquired if the library had any plans to fill the soon-to-be vacated Gallery space. J. Anderson replied that there were no solid plans at present.

S. Norman inquired if people who are intoxicated were coming into library. M. Junkin replied that this was a weekly to daily occurrence in the Lindsay branch and that staff were trained to ask these individuals to leave for the day.

S. Norman advised she will be attending the OLA Conference and the OLS Conference in the coming months and will be reporting on them.

8.3 Performance Indicators – July 2026 - J. Anderson – Written Report

J. Anderson reported that numbers were picking up, and when attendance figures from summer events are entered, should find the that we are overall just a smidge behind last year.

S. Ferguson asked what could be attributed to Bobcaygeon's rise in attendance. M. Junkin noted that she has observed more and more families coming to the library on a weekly basis to engage with various events and activities offered. J. Anderson noted that the larger space of the branch's new location allows many different groups of people to use the building at the same time for various purposes.

Z. Miller asked if there had been any inquiries from the public in Dunsford or Omemee in light of a social media post about the Dunsford branch from a candidate running in that ward. J. Anderson replied that there had not.

9. <u>New Business</u>

9.1 Final Draft Legacy Document – J. Anderson – Verbal Report – *Final draft previously circulated*

J. Anderson reported that the final draft is essentially the same text as what was presented in August, now in a nicer package.

J. Anderson advised that the library was not going to print physical copies, except for the orientation packages for new members and a copy for each returning member

The digital version will be placed on the Board page of the website

As well, the library has updated our "Be A Board Member" brochure and those will go on display at branches about a week before the call for applicants

J. Anderson advised that October 13 – 30 will be the application period, with this compressed time generally working best to get applications submitted.

S. Ferguson and Coun. D. Joyce will be the selection committee.

P.Noble advised that she will not be re-applying but may apply in a future term.

H. Stauble noted that it was a very useful document, easy to read. She particularly liked the map and photos of library branches.

10. Policy Review

10.1 Social Media Policy – J. Anderson – Written Report - LIBR2026-08

Resolved That the Kawartha Lakes Public Library Board re-adopts the ***Social Media Policy*** as outlined in this report.

Moved Z. Miller
Second P. Noble

CARRIED
LIBR2026-09

Discussion:

S. Norman asked if an eventual policy regarding use of AI policy would be included with this policy? J. Anderson advised that once the City has developed its own AI policy, the library would create its own separate policy.

10.2 Non-Library Merchandise Sales Policy – J. Anderson – Written Report – LIBR2026-09

Resolved That the Kawartha Lakes Public Library Board re-adopts the amended ***Non-Library Merchandise Sales Policy*** as outlined in this report.

Moved S. Norman
Second J. Mior

CARRIED
LIBR2026-10

Discussion:

Z. Miller inquired if there was any difference between community group and volunteer group. J. Anderson will remove any references to volunteer group and just use the term community group.

H. Stauble asked if there was some way to screen to ensure they were a non-profit volunteer organization. J. Anderson advised that at present there was not.

11. Closed Session

None

12. Business Arising From Closed Session

None

13. Adjournment

Resolved That the Library Board adjourn at 6:54pm

Moved H. Stauble

14. Next Meeting

The next scheduled meeting of the City of Kawartha Lakes Public Library Board is to be held on November 5 at 6:00 p.m. in the Meeting Room of the Lindsay Branch (190 Kent St W) and via webconferencing.

This will be the first Board meeting of the new Library Board.

Attachments

Consent Agenda

A. Draft Minutes of the Library Board Meeting – August 6, 2026
B. Friends of the Lindsay Library – Executive Meeting Minutes – July 7, 2026

C. Financial Statement – July 2026
D. CEO Report – August 2026
E. Performance Indicators – July 2026
F. Final Draft Legacy Document – *Circulated ahead of meeting*
G. Social Media Policy - LIBR2026-08
H. Non-Library Merchandise Sales Policy – LIBR2026-09
I. Library in the Media
    a. Lindsay Advocate – What is Happening at the Library – August 2026
    b. Kawartha This Week – Queens Square Repairs Work – August 13, 2026