

Present	Josie Scott	Lanark Highlands Board Appointee
	Shane Kramer	Garry Collier (via Zoom)
	Ian Bartlett	
	Chris Couper	
	Ying Ji	
	Mary Adeyanju	
	Karen DeLuca, CEO	

1. Chair Josie Scott called the meeting to order via Zoom at 6:05 pm
2. Agenda – **Motion 2025-09-01 Moved by Ying Ji, seconded by Mary Adeyanju that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2025-09-02 Moved by Shane Kramer, seconded by Ying Ji that the minutes of the June 2025 meeting be adopted as circulated** – carried.
5. Welcome to the board’s newly appointed trustee representing Lanark Highlands. Garry Collier
6. Librarian’s Report

Strategic Plan update – the draft as prepared by Josie Scott was circulated. This draft is based on the framework from the Strategic Planning Sessions and consultations. OLS Consultant Allison Pilon is available to work on the final draft as required.

The draft focuses on priorities and goals with a view to synergize with other local plans. Trustees are asked to review the document and bring ideas to a brain storming session on October 29th with the hopes of finalizing the plan by the end of November.

Municipal Library Use Committee met twice during the summer. Both municipalities will be presenting respective by-laws to amend the Joint User Agreement reflecting the newly focused role of the Committee which will be meeting again in May to review a number of issues that have been deferred.

The Town of Arnprior has approved a multiyear COLA increase affecting the municipal salary grid. The 3% increase will be retroactive to January 2025. The library’s Pay Equity Plan has our grid align with the Town of Arnprior. As such, the municipality requires a board motion for the retroactive benefit.

Motion 2025-09-03 Moved by Shane Kramer, seconded by Ian Bartlett that the Board endorse the payroll adjustment of 3% retroactive to January 1, 2025 in accordance with the library’s Pay Equity Plan as tied to the Town of Arnprior’s revised salary grid; and further that the adjustment be applied to all permanent full and part time staff aligning with the Town of Arnprior’s COLA adjustments of 3% for each of the 4 years of the ratified agreement (2025, 2026, 2027 and 2028) – carried.

The Town has installed a new alarm system at all facilities, including the library.

Summer Programming was marked by a circulation in excess of 12,000 items signed out by the registered 337 participants in the Summer Reading Club. The program supported local stores to the tune of \$1,400 with the purchase of coupons (as supported by the Scharf Family Charitable Trust). The library's three summer programming students held a full slate of programs in July and August. Once again this year, the SFCT supported an administrative support student allowing for more outreach by the Youth Services Librarian.

Author visits are on tap for the fall and there are plans to host a Short Film Fest in conjunction with neighbouring libraries in the spring.

It is hoped that Arnprior Life will be able to feature some of the library's activities.

Self-directed library programs will be resuming throughout the fall and class visits will start by mid September. Outreach includes a year-long partnership with McNab Public School to present the ever popular Roots of Empathy program.

In partnership with Hospice Renfrew and the Men's Shed, the library has been asked to host a major presentation on Grief Support. Yvonne Heath is a nationally-acclaimed speaker on the topic and in order to accommodate a visit to Arnprior, a request has been made to close at 4:30 pm on November 26th to allowing time to set up for the event.

The new Interlibrary Loan system continues to cause issues throughout the province. Many libraries have suspended the service until the credit card transactions are clarified. A cost analysis of the current ILLO system reflects the benefit of purchasing limited titles specifically for our 3 book clubs. Trustee Couper suggested the CEO speak with the clerk's department to determine whether a municipal resolution might push the parties to rectify the problem.

Statistics were reviewed.

7. New Business – The CEO directed to draft a letter of thanks to Municipal Library Use Committee members for their enthusiasm and efforts in updating the current service agreement.
8. Next meeting – Regular meeting: October 22; Strategic Planning meeting October 29
9. Adjournment – **Motion 2025-09-04 Moved by Shane Kramer, seconded by Mary Adeyanju that the meeting be adjourned at 7:00 pm – carried.**