

Present Josie Scott
Shane Kramer
Ian Bartlett
Chris Couper
Ying Ji
Mary Adeyanju (via Zoom)
Garry Collier (via Zoom)
Karen DeLuca, CEO
Allison Pilon, OLS consultant (via Zoom)

1. Chair Josie Scott called the meeting to order at 6:05 pm
2. Agenda – **Motion 2025-11-01 Moved by Ian Bartlett, seconded by Mary Adeyanju that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2025-11-02 Moved by Ying Ji, seconded by Mary Adeyanju that the minutes of the October 2025 meeting be adopted as circulated** – carried.

5. Strategic Planning

OLS Consultant Allison Pilon provided the overview of the process to date and the work ahead to build on the vision statement; the need to determine details of the internal vision; the timeline of the entire plan; allocation of funds to fulfil the highlights.

The Action Plan to follow the Rule of Quarters to differentiate between a Strategic Plan and a Business Plan: Immediate, intermediate, long term and visionary. She also provided guidance on flexibility to meet changing needs.

Discussion on the establishment of a working group to carve out each Strategic Priority. Chair to call this working group and bring a draft action plan to the Board in early 2026.

Motion 2025-11-03 – Moved by Chris Couper, seconded by Ying Ji that the Strategic Plan with vision, mission and background be approved with work forthcoming on the internal action plan – unanimously approved.

CEO to work on a public facing document using the template as drafted for review when full document finalized in early 2026.

6. Librarian’s Report

The CEO presented the YTD financials and 2026 budget as drafted from the Joint Services Committee process and approved by both municipal councils in October. Trustee Couper confirmed that the library board would not be asked to present a budget ask at the Community Consultations as part of the town of Arnprior’s budget process.

The drafted Strategic Planning presentation will be updated with the finalized action plan and presented to both councils in the spring.

Interlibrary Loans continue to pose a province wide issue, both with the new system, but in particular with the financial component. It is anticipated the new year will bring some stability to the process. In the meantime, APL is purchasing book club sets as a partial alternative. Donations in support of Large Print collections and general donations are assisting with this expenditure.

Programming, including self-directed programs will be taking a break over the Christmas break. The library will be closed on Statutory holidays with adjusted hours on December 24 and 31.

Statistics were reviewed with YE new library cards to top 2024 stats.

Motion 2025-11-04 – Motion Ian Barlett, seconded by Ying Ji to accept the Librarian’s report.

7. Next meeting – January 21, 2026
8. Adjournment – **Motion 2025-11-05 Moved by Ian Bartlett, seconded by Garry Collier that the meeting be adjourned at 7:02 pm – carried.**