

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

1. Chair Josie Scott called the meeting to order at 6:05 pm
2. Agenda – **Motion 2026-01-01 Moved by Ian Bartlett, seconded by Shane Kramer that the agenda be adopted as circulated** – carried.
3. No Conflicts of Interest declared
4. Minutes – **Motion 2026-01-02 Moved by Shane Kramer, seconded by Chris Couper that the minutes of the November 2025 meeting be adopted as circulated** – carried.
5. Strategic Planning
The Working Group provided an update from their January 14th meeting. The Action Plan to secure short, medium and long term goals was reviewed. The chair will distribute the template to gather input from all board members by February 13th. The working group will then combine the ideas into the template. The focus will be on the short term goals.

Motion 2026-01-03 – Moved by Garry Collier, seconded by Ian Bartlett that the Working Group’s recommendations be received as information. – carried.

6. Librarian’s Report
Branding: Sweeney Curations to provide next phase of the design work by the next Board Meeting. The new calendar and booking system has been fully integrated into the website. Its functionality includes promotional materials and integration with newsletters.

The 2025 Audit is scheduled to start on March 23.

The CEO has applied for and received approval for a \$5000 provincial grant to upgrade the library’s internet connectivity. The new cable will be installed in the first quarter and the library will be reimbursed for the full cost. Additionally, the CEO will be sourcing up to 7 new computers with Windows 11 to replace staff hardware. The refurbished units from Tech Soup have a 1 year warranty. Older units will be recycled as catalogue and internet stations.

Interlibrary Loans continue to be an issue with Canada Post planning to end use of their pre-paid credit card by March 31. The CEO is looking into various options to ensure this vital service will continue to benefit patrons.

Programming: Self-directed programs continued to be the mainstay of adult programming in the winter; New youth programs include Monday Yoga and three St John Ambulance Therapy dogs making weekly visits after school.

Plans are well underway for a full slate of March Break programs with the financial support of the Scharf Family Charitable Trust.

Statistics were reviewed.

Motion 2026-01-04 – Motion Shane Kramer, seconded by Ying Ji to accept the Librarian’s report.

7. New Business: Trustee Couper reported on the hotel pods at the recent AMO conference. Their popularity bodes well for inclusion in the library’s short term Action Plan. Additionally, Trustee Couper will explore options for digital display and a revamped Bulletin Board for the library foyer.
8. Next meeting – March 4, 2026
9. Adjournment – **Motion 2026-01-05 Moved by Ian Bartlett, seconded by Ying Ji that the meeting be adjourned at 6:57 pm – carried.**