



REGULAR MEETING OF THE OSHAWA PUBLIC LIBRARY BOARD

**Thursday, March 20, 2025 beginning at 6:30 p.m.
McLaughlin Branch, Boardroom**

MINUTES

Present: Chair Eric Guernsey, Trustee Mark Ashcroft, Trustee Jim Clapp, Trustee Andrew Holmes, Councillor Tito-Dante Marimpietri, Trustee Kathryn McMillan, Trustee Marco Osso, Trustee Alexander Parkin and Trustee Carolyne Willoughby

Regrets: Vice-Chair Elizabeth Jamischak and Trustee Sacha Fabry

Staff: Frances Newman, Chief Executive Officer
Stephanie McLean, Executive Assistant, acted as the Recording Secretary

1. Land Acknowledgement

The land we are standing on today is the traditional territory of the Mississaugas of Scugog Island First Nation and is now home to many diverse First Nations, Inuit, and Métis Peoples. We acknowledge that Oshawa is covered under the Williams Treaties and as a settler on these lands we are all treaty people.

May we respectfully honour the knowledge and understanding of the Indigenous stewards of these ancestral lands and ensure that the voices of the First Peoples are represented in our collections, programs and services.

2. Call to Order / Approval of Agenda

(12-25) MOTION – Moved by Trustee Ashcroft, seconded by Trustee Parkin, "That the Oshawa Public Library Board approve the Agenda for the March 20, 2025 Board meeting. **CARRIED**

3. **Declaration of Conflict of Interest**

No conflicts were declared at this point of the meeting.

4. **Approval of the Minutes**

(13-25) MOTION – Moved by Trustee Clapp, seconded by Trustee Parkin, “That the Oshawa Public Library Board approve the minutes from the January 16, 2025 meeting, as amended.” **CARRIED**

5. **Consent Agenda**

The Board Trustees received each of the following reports in their meeting packages, which were provided in advance of the meeting:

1. CEO Strategic Plan Update and Activity Highlights Report
2. Financial Report as at February 28, 2025

(14-25) MOTION - Moved by Trustee Osso, seconded by Trustee McMillan, “That the Oshawa Public Library Board approves Consent Agenda items 1 and 2, being the CEO Strategic Plan Update and Activity Highlights Report and the Financial Report as at February 28, 2025, as presented.” **CARRIED**

6. **Business Arising from Minutes**

1. **Operational Update – Budget & Advocacy**

CEO Newman referred to the Operational Update from the Budget & Advocacy Session report which was provided to the Board in advance of the meeting. She highlighted some of the operational changes that have been implemented since January, including updating the Library’s donation brochure, securing a \$3,000 donation from Ontario Power Generation to support Science, Technology, Engineering, Arts and Math (STEAM) focused programming, creating a library awareness survey, updating the “Library Value Calculator” and making it available on the Library’s website, and lastly updating the “My Library Matters to Me Campaign” that was previously used prior to the 2022 budget as a call to action for library members to contact their City Councillor to generate funding support.

Following CEO Newman’s operational update, a discussion ensued with respect to the reduction in Monday evening hours (3 hours in total) at the McLaughlin branch, being one of the changes that was endorsed by the Board at the previous Board meeting.

7. **New Business**

1. **2024 Annual Report**

CEO Newman presented the 2024 Annual Report to the Board and highlighted the Library's key accomplishments for the year. A brief discussion ensued. The Board recommended having hard copies available in the Library branches.

(15-25) MOTION – Moved by Trustee Holmes, seconded by Trustee Clapp,
"That the Oshawa Public Library Board accepts the 2024 Annual Report,
as presented."
CARRIED

8. **Other Business, if any**

Chair Guernsey advised the Board that he attended the Friends of the Library AGM, along with Vice-Chair Jamischak and some staff members earlier in the month. Additionally, he reported that he has volunteered to help with the book sale set up on April 5 and put the call out for any other Trustees that would like to volunteer some time to assist with the book sale.

Chair Guernsey also thanked the Trustees for submitting their completed annual CEO Evaluation surveys.

9. **Adjournment**

(16-25) MOTION - Moved by Trustee Clapp, seconded by Trustee McMillan,
"That the meeting adjourn."
CARRIED

The meeting adjourned at 7:19 p.m.