



REGULAR MEETING OF THE OSHAWA PUBLIC LIBRARY BOARD

**Thursday, October 23, 2025 beginning at 6:30 p.m.
McLaughlin Branch, Boardroom**

MINUTES

Present: Chair Eric Guernsey, Vice-Chair Elizabeth Jamischak, Trustee Jim Clapp, Trustee Andrew Holmes, Trustee Kathryn McMillan, Trustee Marco Osso, Trustee Alexander Parkin and Trustee Carolyne Willoughby

Regrets: Trustee Mark Ashcroft, Trustee Sacha Fabry and Councillor Tito-Dante Marimpietri

Staff: Frances Newman, Chief Executive Officer
Jennifer Clark, Manager, Programming & Community Engagement and
Manager, Jess Hann branch
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

(36-25) MOTION – Moved by Trustee Parkin, seconded by Trustee Holmes,
“That the Oshawa Public Library Board approve the Agenda for the October 23,
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**

(37-25) MOTION – Moved by Trustee Jamischak, seconded by Trustee Parkin, “That the Oshawa Public Library Board approve the minutes from the September 18, 2025 meeting.” **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 September 30, 2025
3. Q3/25 Statistics Report

(38-25) MOTION - Moved by Trustee Willoughby, seconded by Trustee McMillan, “That the Oshawa Public Library Board approves Consent Agenda items 1 to 3, being the CEO Strategic Plan Update and Activity Highlights Report, the Financial Report as at September 30, 2025, and the Q3/25 Statistics Report, as presented.” **CARRIED**

6. **Business Arising from Minutes**

N/A

7. **New Business**

1. Meet the Manager, Jennifer Clark, Manager, Programming & Community Engagement and Jess Hann Branch.

Jennifer Clark introduced herself to the Board and provided a brief overview of her work history, as well as her role and responsibilities at the Library.

8. **Other Business, if any**

CEO Newman acknowledged that Board Chair Eric Guernsey recently recorded a podcast with Michelle Arbuckle from the Ontario Library Association. The topic was joining your first Board.

9. **Adjournment**

(39-25) MOTION - Moved by Trustee Willoughby, seconded by Trustee Osso,
“That the meeting adjourn.” **CARRIED**

The meeting adjourned at 6:56 p.m.

APPROVED