



**REGULAR MEETING OF THE
OSHAWA PUBLIC LIBRARY BOARD**

**Thursday, January 15, 2026 beginning at 6:30 p.m.
Virtual Teams Meeting**

MINUTES

Present: Chair Eric Guernsey, Vice-Chair Elizabeth Jamischak, Trustee Jim Clapp, Trustee Sacha Fabry, Trustee Andrew Holmes, Trustee Kathryn McMillan, Trustee Marco Osso and Trustee Carlyne Willoughby

Regrets: Trustee Mark Ashcroft, Councillor, Tito-Dante Marimpietri and Trustee Alexander Parkin

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

(01-26) MOTION – Moved by Trustee Osso, seconded by Trustee Willoughby, “That the Oshawa Public Library Board approve the Agenda for the January 15, 2026 Board meeting, as presented.” **CARRIED**

3. **Declaration of Conflict of Interest**

No conflicts were declared at this point of the meeting.

4. **Approval of the Minutes**

(02-26) MOTION – Moved by Trustee Clapp, seconded by Trustee Fabry, “That the Oshawa Public Library Board approve the minutes from the December 11, 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 December 31, 2025
3. Annual Risk Management Program Report

(03-26) MOTION - Moved by Trustee Jamischak, seconded by Trustee Fabry, “That the Oshawa Public Library Board approve Consent Agenda items 1 to 3, being the CEO Strategic Plan Update and Activity Highlights Report, the Financial Report as at December 31, 2025 and the annual Risk Management Program Report, as presented. **CARRIED**

6. **Business Arising from Minutes**

1. **2026 Operating Budget Update**

CEO Newman presented the revised 2026 operating budget and highlighted the key changes that were made to ensure the budget reflects a 0% increase in municipal funding for 2026.

(04-26) MOTION - Moved by Trustee Willoughby, seconded by Trustee Osso, “That the Oshawa Public Library Board approve the revised 2026 Operating Budget, as presented. **CARRIED**

7. New Business

1. Confirmation of Committee Members and Officers

Chair Guernsey asked the Board if there were any members that would like to consider changing committees and/or taking on a new role within the Board as the Board enters the last year of the 2022-2026 term. Following a brief discussion, the following motions were presented.

(05-26) MOTION - Moved by Trustee Jamischak, seconded by Trustee Clapp,

“That in order to ensure continuity within the Board for the next term, the Oshawa Public Library Board accepts Trustee Jamischak’s resignation as Vice-Chair of the Board, Chair of the Governance Committee, Vice-Chair of the CEO Evaluation Committee and Vice-Chair of the Strategic Planning Committee, and the Board further approves the appointment of Trustee Osso as Vice-Chair of the Board, Vice-Chair of the CEO Evaluation Committee and Vice-Chair of the Strategic Planning Committee, for the remainder of his term as a Board Trustee of the Oshawa Public Library Board, or until a successor is appointed.”

CARRIED

(06-26) MOTION - Moved by Trustee Jamischak, seconded by Trustee Clapp,

“That the Oshawa Public Library Board approve that Trustee Fabry be appointed as Chair of the Governance Committee of the Board, replacing Trustee Jamischak.”

CARRIED

(07-26) MOTION - Moved by Trustee Willoughby, seconded by Trustee Clapp,

“That the Oshawa Public Library Board approve that Trustee Jamischak be appointed as a member of the Finance Committee of the Board, replacing Trustee Fabry.”

CARRIED

(08-26) MOTION - Moved by Trustee Willoughby, seconded by Trustee Clapp,

“That the Oshawa Public Library Board confirms that:

1. The following Board positions are as follows for 2026:

Chair of the Board – Eric Guernsey

Vice-Chair of the Board – Marco Osso

Board Secretary – Frances Newman

Treasurer – Catherine Thomas

SOLS Trustee Representative – Eric Guernsey

2. The composition of the Board committees are as follows for 2026:

Finance Committee

Chair: Jim Clapp
Vice Chair: Alexander Parkin
Members: Mark Ashcroft and Elizabeth Jamischak
Ex-Officio: Eric Guernsey

Governance Committee

Chair: Sacha Fabry
Vice-Chair: Carolyne Willoughby
Members: Andrew Holmes and Marco Osso
Ex-Officio: Eric Guernsey

CEO Evaluation Committee

Chair: Eric Guernsey
Vice-Chair: Marco Osso
Member: Jim Clapp

Strategic Planning Committee

Chair: Eric Guernsey
Vice-Chair: Marco Osso
Member: Kathryn McMillan.”

CARRIED

8. **Other Business, if any**

Chair Guernsey provided a brief update on the upcoming OLA Trustee Boot Camp and his new appointment as the OLBA Vice-President.

9. **Adjournment**

(09-25) MOTION - Moved by Trustee Fabry, seconded by Trustee Osso,
“That the meeting adjourn.” **CARRIED**

The meeting adjourned at 6:56 p.m.