Callander Public Library Board
Meeting Minutes - Approved
July 16th, 2025 6:00pm

Location: Callander Public Library, 30 Catherine St. W., Callander, ON
In person: D. Villard, L. Boudreau, K. Kosloski, E. Rosswill
Virtually: B. Boland
Regrets: A. Peden, C. Amedola, J. Sawyer, R. Noon

1. Call to order at 6:01pm

2. Declaration of Pecuniary Interest: None

3. Approval of Agenda

Motion: 2025-07-27
That the Board approves the agenda as presented.
Moved: E. Rosswill, Seconded: L. Boudreau
Approved

4. Consent Agenda:
    a. Adoption of
        i. May 21, 2025 Meeting Minutes
    b. Library Operations Report
        i. Operations Report Q2 2025
    c. Financial Reports
        i. Library Statement of Operations Q2 2025
    d. Committee Meeting Minutes
        i. Policy and Planning Minutes Jun 16, 2025
        ii. Internal Affairs Minutes June 18, 2025
        iii. External Affairs Minutes June 19, 2025
        iv. External Affairs Minutes July 3, 2025
        v. Internal Affairs Minutes July 9, 2025
    e. Correspondence:
        i. None

Motion: 2025-07-28
That the Board approves the consent agenda as presented.
Moved: K. Kosloski, Seconded: E. Rosswill
Approved

5. Ongoing Business:
    a. Policies

Callander Public Library
connecting • enriching • inspiring

For approval:

i. None

For review:

ii. OP-01 Collection Development Draft Jun-25
iii. GOV-06 External Affairs Committee Terms of Reference Draft Jun-25

Motion: 2025-07-29
That the Board approves the following policies as presented:

1. OP-01 Collection Development
2. GOV-06 External Affairs Committee Terms of Reference

Moved: L. Boudreau, Seconded: E. Rosswill
Approved

6. New Business:
   a. Board Assembly Meeting – Nomination of Board Assembly Representative, and meeting update from K. Kosloski

      K. Kosloski summarized the Board Assembly meeting and shared information from the Ontario Library Service.

Motion: 2025-07-30
That the Board appoints K. Kosloski as the Callander Public Library Board Representative to the Ontario Library Service Board Assembly.
Moved: L. Boudreau, Seconded: B. Boland

   b. Ontario Library Service – Virtual Conference is on November 19th – for Library Staff and November 20th – for Board Members from 6:00pm – 8:00pm
   c. Report: Library Building Space Description
      Board agreed this is a helpful document, the document will be approved by the Board before it is shared with an outside organization.
   d. Board Member Comments
      i. D. Villard, Re: Council resolution regarding day care facility and potentially including a new library.
      ii. L. Boudreau, Re: training on how to review the accounting was completed with K. Kosloski and L. Boudreau
      iii. D. Villard, Re: Volunteer shadowing at the library, it was very informative
      iv. M. Sones, Re: Budget process – IAC will be developing a draft budget to bring to the next board meeting in September. In advance comments from board members regarding the budget can be shared with the CEO or Internal Committee Chair.

7. Next regular meeting September 17th, at 6:00pm
8. Meeting Adjourned at 6:44pm

Callander Public Library
connecting • enriching • inspiring

Board Chair: _______________________________ Date: ______________________
David Villard

Secretary: __________________________________ Date: _______________________
Melissa Sones