

OXFORD COUNTY LIBRARY BOARD MEETING MINUTES

Tuesday, April 15, 2025

Members Present: Deputy Warden Brian Petrie
Councillor David Mayberry
Megan Blair
Katherine Grieve
Cynthia Lacroix

Members Absent: Chair Julia Harris
Vice Chair Laura Langford

Staff Present: L.M. Williams, CEO/Chief Librarian
L. Buchner, Director of Corporate Services

1. CALL TO ORDER

Oxford County Library meets in regular session this the fifteenth day of April, 2025 in Room 411, Oxford County Administration Building, Woodstock at 3:30 p.m.

RESOLUTION 1

Moved By: David Mayberry
Seconded By: Katherine Grieve

Whereas the Terms of Reference for the County of Oxford Library requires Board meetings to be conducted in accordance with the County of Oxford Procedural By-law No. 6268-2020 as amended;

And whereas, the Library Board has convened a meeting at 3:30 p.m. on Tuesday, April 15, 2025 in the absence of a Chair or Deputy Chair.

Now therefore be it resolved, that pursuant to Section 3.9 of the County of Oxford Procedural By-law, the Oxford County Library Board, represented by a quorum of the Board, hereby appoints Board Member Deputy Warden Brian Petrie to be Chair of the meeting held on Tuesday, April 15, 2025.

DISPOSITION: Motion Carried

2. APPROVAL OF AGENDA

RESOLUTION 2

Moved By: Cynthia Lacroix
Seconded By: Megan Blair

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried



3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING

RESOLUTION 3

Moved By: Cynthia Lacroix

Seconded By: Katherine Grieve

Resolved that the Library Board minutes of March 18, 2025 be adopted.

DISPOSITION: Motion Carried

5. DELEGATIONS. PRESENTATIONS AND CONSIDERATION THEREOF

NIL

6. CONSIDERATION OF CORRESPONDENCE

NIL

7. REPORTS

7.1. 2025-14 Key Agenda Items and Policy Review Update (verbal report)

RESOLUTION 4

Moved By: Katherine Grieve

Seconded By: Megan Blair

That the Library Board receives verbal Report 2025-14, Key Agenda Items and Policy Review Update for information and discussion.

DISPOSITION: Motion Carried

7.2. 2025-15 Librarian Report

RESOLUTION 5

Moved By: Cynthia Lacroix

Seconded By: Katherine Grieve

That the Library Board receives Report 2025-15, Librarian Report, for information and discussion.

DISPOSITION: Motion Carried

7.3. 2025-16 Operational Policy Review: Membership and Circulation Policy

RESOLUTION 6

Moved By: Cynthia Lacroix

Seconded By: Megan Blair

That the Library Board approves amendments to the Membership and Circulation Policy as set out in Attachment 1 to Report 2025-16.

DISPOSITION: Motion Carried

7.4. 2025-17 Governance Policy Review: Policy Development Policy

RESOLUTION 7

Moved By: Katherine Grieve
Seconded By: Cynthia Lacroix

That the Library Board approves amendments to the Policy Development Policy as set out in Attachment 1 to Report 2025-17.

DISPOSITION: Motion Carried

8. UNFINISHED BUSINESS

NIL

9. MOTIONS

NIL

10. NOTICE OF MOTIONS

NIL

11. ENQUIRIES

NIL

12. CLOSED SESSION

RESOLUTION 8

Moved By: Cynthia Lacroix
Seconded By: David Mayberry

Resolved that the Library Board go into closed session to consider personal matters about an identifiable individual.

DISPOSITION: Motion Carried at 4:00 p.m.

12.1 Correspondence (Verbal report)

RESOLUTION 9

Moved By: Cynthia Lacroix
Seconded By: Katherine Grieve

Resolved that the Library Board reconvene in Open Session.

DISPOSITION: Motion Carried at 4:02 p.m.

13. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

13.1 Correspondence (Verbal Report)

RESOLUTION 10

Moved By: David Mayberry
Seconded By: Katherine Grieve

Resolved that the Library Board receives the Verbal Report and approves the request as presented for six months.

DISPOSITION: Motion Carried

14. ADJOURNMENT

RESOLUTION 11

Moved By: Cynthia Lacroix

Seconded By: Katherine Grieve

Resolved that the Board meeting of April 15, 2025 be adjourned until the next meeting scheduled for May 20, 2025 at 3:30 p.m. at the Oxford County Administrative Building.

DISPOSITION: Motion Carried at 4:03 pm.

Original Signed By

Brian Petrie, CHAIR

Original Signed By

Lisa Marie Williams, SECRETARY