

OXFORD COUNTY LIBRARY BOARD MEETING MINUTES

Tuesday, May 20, 2025

Members Present: Vice Chair Laura Langford
Councilor David Mayberry
Katherine Grieve
Cynthia Lacroix

Members Absent: Chair Julia Harris
Megan Blair
Deputy Warden Brian Petrie

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 twentieth day of May, 2025 in Room 222, Oxford County Administration Building, Woodstock at 3:28 p.m. with Vice Chair Laura Langford in the chair.

2. APPROVAL OF AGENDA

RESOLUTION 1

Moved By: David Mayberry
Seconded By: Katherine Grieve

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 2

Moved By: Katherine Grieve
Seconded By: David Mayberry

Resolved that the Library Board minutes of April 15, 2025 be adopted.

DISPOSITION: Motion Carried

5. DELEGATIONS. PRESENTATIONS AND CONSIDERATION THEREOF

NIL

6. CONSIDERATION OF CORRESPONDENCE

NIL

7. REPORTS

7.1. 2025-18 Oxford County Library Facilities Plan (Presentation by Consultant)

RESOLUTION 3

Moved By: Cynthia Lacroix

Seconded By: David Mayberry

That the Library Board receives Report 2025-18 Oxford County Library Facilities Plan and the Library Facilities Plan document as set out in Attachment 2.

DISPOSITION: Motion Carried

7.2. 2025-19 Key Agenda Items and Policy Review Update (verbal report)

RESOLUTION 4

Moved By: Katherine Grieve

Seconded By: David Mayberry

That the Library Board receives verbal Report 2025-19, Key Agenda Items and Policy Review Update for information and discussion.

DISPOSITION: Motion Carried

7.3. 2025-20 Librarian's Report

RESOLUTION 5

Moved By: Cynthia Lacroix

Seconded By: David Mayberry

That the Library Board receives Report 2025-20, Librarian's Report, for information and discussion.

DISPOSITION: Motion Carried

7.4. 2025-21 Q1 Library Business Plan and Budget Update

RESOLUTION 6

Moved By: Cynthia Lacroix

Seconded By: Katherine Grieve

That the Library Board receives Report 2025-21, 2025 Q1 Library Business Plan and Budget Update, for information.

DISPOSITION: Motion Carried

7.5. 2025-22 Peg Caffyn Bequest Expenditure Request - Children's Spaces Refresh In Rural Branches

RESOLUTION 7

Moved By: David Mayberry
Seconded By: Katherine Grieve

That the Library Board approves up to \$4,700 to be expended from the Peg Caffyn Bequest Fund to enhance children's play spaces as set out in Report 2025-22, titled "Peg Caffyn Bequest Expenditure Request – Children's spaces Refresh in Rural Branches".

DISPOSITION: Motion Carried

8. UNFINISHED BUSINESS

NIL

9. MOTIONS

NIL

10. NOTICE OF MOTIONS

NIL

11. ENQUIRIES

11.1 C. Lacroix requests staff report back regarding implementation and discussions with partner organizations regarding the facilities plan.

11.2 K. Grieve enquires about the impact of measles outbreaks on branch libraries.

12. ADJOURNMENT

RESOLUTION 8

Moved By: Katherine Grieve
Seconded By: Cynthia Lacroix

Resolved that the Board meeting of May 20, 2025 be adjourned until the next meeting scheduled for June 17, 2025 at 3:30 p.m. at the Oxford County Administrative Building.

DISPOSITION: Motion Carried at 5:23 p.m..

Original Signed By

Laura Langford, VICE CHAIR

Original Signed By

Lisa Marie Williams, SECRETARY