

**The City of Kawartha Lakes
Public Library**

Public Library Board Meeting

Minutes

Thursday, February 5, 2026 at 6:00 p.m.

**Online via Video Conferencing
& Meeting Room
Lindsay Branch**

190 Kent St W, Lindsay, ON

Members

Vanessa Doucet-Roche
Coun. Dan Joyce
Susan Ferguson
Joseph Mior via video-conferencing
Shirley Norman
Heather Stauble

Members Absent

Zac Miller
Pamela Noble

Meeting #LB2026-02

1. Call to Order

The Chair called the meeting to order at 6:00p.m. with the following members present:

V. Doucet-Roche; Coun. D. Joyce; S. Ferguson, S. Norman and H. Stauble. J. Mior was present via video-conferencing.

Absent: Z. Miller and P. Noble.

Staff present were Jamie Anderson and Marieke Junkin (Notetaker).

2. Chairs Remarks

S. Ferguson read the following Land Acknowledgement

The Kawartha Lakes Public Library respectfully acknowledges that we are situated on Mississauga lands and the traditional territory covered by the Williams Treaties.

We are grateful for the opportunity to work here and we thank all the generations of people who have taken care of this land - for thousands of years. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples, both in shaping and strengthening this community and country as a whole. This recognition is connected to our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our community.

3. Adoption of the Agenda

RESOLVED That the agenda for the City of Kawartha Lakes Public Library Board Meeting of February 5, 2026 be adopted as circulated.

Moved: H. Stauble
Second: V. Doucet-Roche

CARRIED

4. Declaration of Conflict of Interest

None

5. Deputations / Presentations

None

Consent Agenda

6. Minutes

- 6.1 Draft Library Board Minutes of the December 4, 2025 Meeting
- 6.2 Draft Library Board Minutes of the January 8, 2026 Special Meeting

7. Correspondence

- 7.1 Friends of the Lindsay Library – Executive Meeting Minutes – November 5, 2025
- 7.2 Friends of the Lindsay Library – Executive Meeting Minutes – December 9, 2025

Consent Agenda End

RESOLVED That the Consent Agenda be approved as circulated.

Moved: J. Mior
Second: V.Doucet-Roche

CARRIED

8. Reports

8.1 Library Financial Statement – December 2025 – J. Anderson – Written Report

J. Anderson noted that the figures listed were year-end and, while there was some back end adjustments to be made, overall it is complete.

J. Anderson pointed out that wages were over which reflects the market adjustment for 2025 placed into reserves.

J. Anderson also noted that Collections was overspent by about \$27,000.

J. Anderson noted that a 2026 invoice was entered under 2025 entries for Electronic Licenses. This will be corrected through a journal entry.

J. Anderson reported that overall, the library would have a draw down from Reserves of about \$97,000 as opposed to the \$195,000 that was anticipated at the start of 2025.

8.2 Library CEO's Report – December 2025/January 2026 - J. Anderson – Written Report

J. Anderson reported that attendance at the two sessions he participated in at OLA had good attendance. 120 people attended *Holding It Together* and 180 people attended *Talking Sh*t*

8.3 Performance Indicators – Annual 2025, Annual Comparators, and Patron Interactions 2025 - J. Anderson – Written Report

J. Anderson noted that across the board, the performance indicators were down overall by about 4% compared to 2024.

J. Anderson pointed out that Coboconk branch had a sharp decline due to the closure of that branch for several months at the start of 2024 for washroom renovations.

J. Anderson stated that he felt the strong winter conditions in 2024-25 along with the spring ice storm did affect our overall numbers.

J. Anderson pointed out that virtual interactions make up about 73% of all patron interactions.

9. New Business

9.1 Update on Closure of Washrooms at Lindsay Branch – J. Anderson – Written Report LIBR2026-01

RESOLVED That That the Kawartha Lakes Public Library Board approves the accessing of up to \$12,000 from Library Reserves to offset security staff expenses as outlined in this report.

Moved: S. Norman
Second: H. Stauble

CARRIED LIB2026-02

Coun. D. Joyce asked if security be qualified to determine when people have to leave. J. Anderson will discuss this with the security company and library staff will work with the security guard.

V. Doucet Roche recommended tracking how often security has to use the 10 minute warning process, how often washroom users are asked to vacate, as well as how often police or paramedics are called to attend a washroom incident.

Coun. D. Joyce questioned whether security was paid for by the City? J. Anderson replied that originally security was handled by the City but was handed over to the Library in 2023.

10. Policy Review

10.1 Library Board Trustee Recognition Policy – J. Anderson

Resolved That the Kawartha Lakes Public Library Board re-adopts the ***Library Board Trustee Recognition Policy*** as presented.

Moved: H. Stauble
Second: V. Doucet Roche

CARRIED LIB2026-03

10.2 Library Board Trustee Description Policy – J. Anderson – for discussion

Discussion:

S. Ferguson suggested that no board member should be immediate family member of a current library staff member. J. Anderson will revise and bring back for approval.

11. Closed Session

None

12. Business Arising From Closed Session

None

13. Adjournment

Resolved That the Board adjourn at 7:28pm

Moved: V. Doucet-Roche

14. Next Meeting

The next scheduled meeting of the City of Kawartha Lakes Public Library Board is to be held on March 5 at 6:00 p.m. in the Meeting Room of the Lindsay Branch (190 Kent St W) and via webconferencing.

Attachments

Consent Agenda

- A. Draft Minutes of the Library Board Meeting – December 4, 2025
- B. Draft Minutes of the Library Board Special Meeting – January 8, 2026
- C. Friends of the Lindsay Library – Executive Meeting Minutes – November 5, 2025
- D. Friends of the Lindsay Library – Executive Meeting Minutes – December 9, 2025

- E. Financial Statement – December 2025
- F. CEO Report – December/January 2025
- G. Performance Indicators - Annual 2025, Annual Comparators, and Patron Interactions 2025
- H. Update on Closure of Washrooms at Lindsay Branch – Written Report LIBR2026-01
- I. Library Board Trustee Recognition Policy – governance policy for discussion
- J. Library Board Trustee Description Policy – governance policy for discussion
- K. Library in the Media
 - a. Lindsay Advocate – What is Happening at the Library – December 2025
 - b. Lindsay Advocate – What is Happening at the Library – January 2026
 - c. Kawartha Lakes Weekly – Proposed bill may shut down interlibrary loans – January 22, 2026
 - d. Kinmount Gazette – Library Column – November 2025
 - e. Kinmount Gazette – Library Column – December 2025