

**Minutes of a Meeting of the Lincoln Pelham Union Public Library Board  
Tuesday 18 February 2025 at 7:00PM  
Maple Acre Branch, Fenwick**

**Present:** Donna Burton (Chair), Stephanie Xamin, Andrew Colgoni, Nicole Nolan, Terry Teather, Ruth Gretsinger, Councillor Mikolic, Jayme Toms, Lathie Vannabouathong, Linda Roote

**Staff:** Julie Andrews (CEO (Chief Executive Officer)), Amy Guilmette (Director, Customer Experience), Cassandra Best (Fund Development, Event and Volunteer Coordinator), recorder.

**Regrets:** Councillor Niznik

1. **Call to Order/Regrets/Land Acknowledgement:** Called to order at 7:02 by J. Andrews who shared the Land Acknowledgement

2. **Approval of Agenda**

25-08	Moved: L. Roote	Seconded: N. Nolan
	Be it resolved that the agenda for the meeting of February 18, 2025, be approved. Carried.	

3. **Conflict of Interest Declarations**

No conflict of interest was declared.

4. **Election of Officers:**

25-09	Moved: T. Teather	Seconded: J. Toms
	Be it resolved that Donna Burton is elected Library Board Chair for 2025. Carried.	

25-10	Moved: R. Gretsinger	Seconded: S. Xamin
	Be it resolved that Nicole Nolan is elected Library Board Vice Chair for 2025. Carried.	

5. **Celebrating Jo-Anne Teeuwsen and the OLITA Award**

The Board congratulated Jo-Anne and her team for the Olita Award and what an achievement that was.

6. **Request to Lift Consent Agenda Items for Consideration**

7. **Consent Agenda Items to be considered in block:**

- 7.1 Draft Minutes of the Board of Directors Meeting held 21 January 2025
- 7.2 Community Engagement Report
- 7.3 Draft Charitable Account report for 31 January 2025

25-11	Moved: L. Roote	Seconded: R. Gretsinger
	Be it resolved that the Draft Charitable Account Report be pulled from the Consent Agenda for discussion and the remainder approved. Carried	

**8. Items for Separate Consideration**

8.3 Draft Charitable Account Report for 31 January 2025

- Question about one of the balances, which will be amended for next meeting
- Typo on charitable balance (date read December 2025)

25-12	Moved: T. Teather	Seconded: N. Nolan
	Be it resolved that the charitable trust account for January 31 be deferred to March meeting. Carried.	

**9. CEO Report:** CEO attended Super conference. There was a lot of discussion around freedom of expression and intellectual freedom. We have added new cabinet members to the capital campaign for Vineland. Mayor Junkin has been a big help with the Fonthill renovations. LPPL is outlining a phased approach to the Fonthill renovation. The first phase is the responsibility of the Town and the second phase the responsibility of LPPL. Bookmobile is being retrofitted with launch events planned for March and April. The 2024 statistics are in. Circulation went up 10%, visits increased 11% and computer usage was down 21%.

25-13	Moved: J. Toms	Seconded: S. Xamin
	Be it resolved that the CEO report for 18 February 2025 be received for information. Carried	

**10. Financial Report 31 January 2025 and Financial Reserves Report:** Materials are a little off as there are more invoices due at the beginning of the year. A question about interest being earned on reserves – CEO confirmed they are making interest.

25-14	Moved: J. Toms	Seconded: R. Gretsinger
	Be it resolved that the Financial Report for 31 January 2025 and the report of the Library Reserve Accounts be accepted as presented. Carried.	

**11. Policy Committee Recommendations**

- 11.1 Reserves Policy 2<sup>nd</sup> Reading - Definitions added to the Reserves policy as per request at the last meeting.
- 11.2 Donations, Fundraising and Gift Acceptance Policy - Suggestion to update wording in Library Support Group part of the Gift Acceptance Policy and a typo was pointed out in 4.1.2 which will be amended.

25-15	Moved: N. Nolan	Seconded: R. Gretsinger
	Be it resolved that the Financial Reserves Policy and the Donations, Sponsorships and Fundraising Policies be approved as amended. Carried.	

**12. Adjournment**

25- 16	Moved: T. Teather Be is resolved that the meeting is adjourned at 8:12 pm Carried.
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Library Board Chair \_\_\_\_\_ Date: \_\_\_\_\_

Secretary/Treasurer \_\_\_\_\_ Date: \_\_\_\_\_