



**Owen Sound & North Grey Union Public Library Board
Minutes**

**May 22, 2025 6:00 p.m.
Library Auditorium**

MEMBERS PRESENT:

Richard Thomas, Chair (City of Owen Sound)
Rosemary Buchanan, Vice-Chair (Township of Georgian Bluffs)
David Adair (City of Owen Sound)
Deborah Eaton (City of Owen Sound)
Marion Koepke (City of Owen Sound, Councillor)
Elizabeth Thompson (Township of Chatsworth, Councillor)
Janet Walker (City of Owen Sound)

MEMBERS ABSENT/REGRETS:

Frank Emptage (Meaford Public Library)
Ryan Thompson (Township of Georgian Bluffs, Councillor)

STAFF PRESENT:

Tim Nicholls Harrison, CEO
Lindsey Harris, Administrative & Facilities Manager

GUESTS PRESENT:

Judith Katz
Shawna Katz

COMMENCEMENT: 6:34 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:34 p.m.

2. ADDITIONAL ITEMS

None

**3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE
THEREOF**

None

4. CONFIRMATION OF MINUTES

**20-25 Moved by Rosemary Buchanan THAT the minutes of the March 27,
2025 meeting of the Library Board be approved as presented.**

Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

Judith Katz expressed to the Board her safety concerns regarding the Library's Meeting Room Policy and the rental to a specific community group.

Chair Thomas thanked Judith Katz for her presentation.

21-25 Moved by Rosemary Buchanan THAT the Library Board receive as information. Carried.

6. CORRESPONDENCE

Harris reported that there were three items of correspondence circulated in the package.

6.1: Audit Planning Letter from MNP for Adult Learning Centre

6.2: Letter from Karin Stockwell

6.3: Letter from Judith Katz

7. REPORTS AND MATTERS TABLED

7.1 Board Chair's Report

No report.

7.2. CEO's Report

**"Public libraries are the heart and soul of any community.
They are a place to read and think and browse and dream."**

– Mary McNear

7.2.1. Library Service Index: Please see the attached performance report.

7.2.2. Key Statistics: Our library membership has improved to 11,832, approximately 5% more than at the same time last year. In April, we had 16,341 library visits and circulated 26,706 materials. Patrons used an additional 1,983 materials within the library during the month. There were 5,573 uses of technology. Our online outreach totaled 29,105. The library provided information assistance 2,596 times.

7.2.3. Savings to Patrons: We calculate the value of the physical materials that our members borrow. This information is shared, now, on the receipt which is printed at the main circulation desk. During the month of April, our members as a community saved a total of \$402,689 by borrowing from the library. In the twelve months of 2024, our patrons saved \$5,033,652 by using the library. During the first four months of 2025 our patrons have saved \$1,631,097. These numbers do not include the value of the use of e-resources.

7.2.4. Staff Anniversaries: Congratulations to Maria Bertrand, Audrey Kilgour, Cindy Wardrop and Diana Zarzosa on their work anniversaries. We thank them for contributing their time, effort, skills and talents.

Maria Bertrand	Adult Learning Services	25 years
Diana Zarzosa	Adult Learning Services	6 years
Cindy Wardrop	Public Services	5 years
Audrey Kilgour	Technical Services	1 year

7.2.5. Community Clean-Up: On Monday April 28th, as part of our staff meeting, we participated in the Georgian Bluffs community clean-up campaign. We were assigned to clean up the rail trail between Ben Allen and Range Road.

<https://www.facebook.com/share/p/1Aa49p3ttj/>

7.2.6. Green Bin Display: As part of the City of Owen Sound's roll-out of their new green bin initiative, the library has agreed to provide space to promote the program. Currently there is a banner display with the actual green bin and kitchen catcher. More information about the program can be found at

<https://www.owensound.ca/living-here/garbage-and-recycling/green-bins/>

7.2.7. Library Community Kiosk Project: We are pleased that our community kiosks are operational at both locations. We will be developing a campaign to promote the sites in the late summer / early fall. Staff are exploring opportunities for library programs at the community centres.

7.2.8. Vandalism of Auditorium Windows: On Sunday April 6th, the Owen Sound Police apprehended some youths who were throwing rocks at the auditorium windows. Two of the large panes were broken. We are working to have them replaced.

7.2.9. Repair Café at the Library: In March, we celebrated the first anniversary of the Repair Café. This program would not be possible without the wonderful partnership with the Georgian Bluffs Climate Action Team. On the second Saturday of each month from 1:00 to 4:00 pm, skilled volunteers will help fix your broken items for free, from clothing to household items. Recent articles about the anniversary included <https://www.owensoundsuntimes.com/news/local-news/owen-sound-repair-cafe-sends-folks-away-smiling> and <https://themeafordindependent.ca/owen-sounds-repair-cafe-celebrates-500-fixes-in-first-year/>

7.2.10. Small Communities Solutions Conference: On Saturday March 29th, Audrey Kilgour and I attended the conference at the Harmony Centre. This was an outstanding day with relevant, topical information that was presented by insightful and visionary community leaders. The final report is available at <https://harmonycentre.ca/wp-content/uploads/2025/04/Harmony-Centre-SCSC-Final-Report.pdf> I highly recommend that the materials be reviewed by anyone interested in looking at ways to help our community grow, prosper and support our residents.

7.2.11. Seedy Saturday Success: We celebrated Seedy Saturday with another amazing schedule of programming at the library. Library patrons and the public met with local producers, plant enthusiasts, garden specialists, and community groups. We thank Cvitka Marun, Information Specialist, for her year-long efforts to develop and facilitate the day's activities.

<https://www.owensoundsuntimes.com/news/local-news/seedy-saturday-offers-free-gardening-pro-tips-and-seeds>

7.2.12. WordShop 2025 at the Library: Hosted by the Ginger Press, the workshops are designed for members of the public interested in meeting with other writers to discuss the craft and learn something new. The full-day event features workshops run by local experts covering topics from comic books to world building, cookbooks to poetry. Special thanks to Nadia Danyluk and Maryann Thomas for making the April 13th day another highlight in the local writing community. Plans

are underway for next year. <https://www.owensoundsuntimes.com/news/local-news/day-of-writing-workshops-at-owen-sound-library-on-sunday>

7.2.13. Earth Day Saturday - Saturday April 26th: The library was pleased to be a partner again in this year's Earth Day celebrations.

<https://www.owensoundsuntimes.com/news/local-news/earth-day-grey-bruce-celebration-all-positive-vibes>. We also celebrated Earth Week by hosting a mini

book recycling event. Patrons were encouraged to consider offering a good home to a discarded library book (books that have been removed from the collection).

Thank you for helping us reduce, reuse and recycle.

7.2.14. Volunteer Appreciation Week: April 27th – May 3rd was National Volunteer Appreciation Week. This year's theme is "*Volunteers Make Waves*". We thank our many volunteers for their kindness and generosity. Last year over 120 people volunteered with the library. Teenaged and adult volunteers make many things possible: Library Board, Repair Cafe, OSMiCon, Reading Buddies, shelf-reading, book sales, extension services, watering plants, cleaning and tidying, supporting staff with children's programs, sorting book donations, and more! Thanks to everyone that participated in our *Volunteer Appreciation Night* on May 1st. Thanks again to all of our hardworking volunteers without whom we would truly be at a loss.

7.2.15. Ontario Library Survey: Libraries in Ontario are required by the Province to complete an annual survey. Our 2024 data was submitted at the end of April. Special thanks to Lindsey Harris for spending many hours collating the information required and completing the survey. Please visit

<https://www.ontario.ca/page/ontario-public-library-statistics> for more information about the Ontario Library Survey and to access the provincial statistics.

7.2.16. Library Statistics Shared in Community: Information from the 2023 Provincial Library Statistics were used in a recent article published in the Owen Sound Hub, <https://www.facebook.com/share/p/1EY6mHAJAB/>. The article recognizes that the library provides considerable value to our community when compared to other similar-sized libraries across Ontario. The Facebook discussion included a number of supportive comments about the library.

7.2.17. Owen Sound Mini Con 2025: The 13th Annual Owen Sound Mini Con, held on Saturday, May 3rd, was a great success. During the day, the library had 1753 visits. It is wonderful to see so many children, teens and parents enjoying the library. Special thanks to all the library staff involved for your efforts and creativity!

<https://www.owensoundsuntimes.com/news/local-news/imaginations-run-wild-at-owen-sound-librarys-mini-con>

7.2.18. Senior Trade Show: On May 13th Cvitka Marun and Sharon Wagenaar staffed our booth at the 2nd Annual Senior Trade Show at the Harry Lumley Bayshore Centre. They had many people interested in getting a library membership and signing up for our free Libby Overdrive audiobook and eReader services.

7.2.19. OPEN Team – Pollinator Project: The OPEN Team has toured all four sites with our community volunteers and begun preliminary work on the pollinator enhancement plans for 2025. We will be improving the temporary canoe installation at the Farmer's Market so that it can have more longevity. Stage one projects at the library will include removing some nonindigenous plants from the gardens. Volunteers will be helping on the evening of May 22nd. Later, will be installing local plants in the large cement pots at the front of the building. Work will also be started

on the space behind the Tom and Library, where the small brick half-wall is located. The small-leafed Linden will receive a much-needed pruning.

7.2.20. Planned Giving Allocation from Mabel Richardson Foundation: We are pleased to learn that we have received \$1,166.06 from the Mabel Richardson Foundation. The funds were deposited as per the Donation Allocation Policy.

22-25 Moved by Rosemary Buchanan THAT the Library Board extend its sincere appreciation to The Mabel Richardson Foundation for the continued financial support. **Carried.**

7.2.21. Presentation to CFUW: The library hosted the April meeting of the local Canadian Federation of University Women. I was pleased to present about "*All Things Library*" and provide a peek behind the scenes. It was a great opportunity to talk about the roles of libraries and the many services and resources available to library members. In recognition of their 35th anniversary, the CFUW Owen Sound and Area donated \$1,000 to the library for resources that support our mutual community goals.

23-25 Moved by Elizabeth Thompson THAT the Library Board extend sincere appreciation to the Canadian Federation of University Women, Owen Sound & Area, for their generous contribution to the library. **Carried.**

7.2.22. Art Banners: The *Art Banners* in the Carnegie Wing have been removed for the summer. The Project is now co-ordinated by the Owen Sound Community Artist Studio Tour and their Urban Easel program, <https://osstudiotour.ca/urban-easel/>. It is an annual street art exhibition showcasing the works of local artists on street banners displayed along Owen Sound's harbour walkway and behind city hall. Thanks to Ben Lyons for making the banner exhibit look so amazing.

7.2.23. Owen Sound Camera Club Photography Show: The Library is pleased to welcome the Owen Sound Camera Club for a photography show "*Patterns and Texture*". As one of the oldest camera clubs in Ontario, they have been meeting to share their love of photography for over 65 years! Stop by to experience the abundant talent this group has to offer. The exhibit will be available throughout May and June.

7.2.24. Library of Things Update: Did you know you can borrow yard games from the library to help make being outside even more fun? Ladder toss, Spike Ball, Kubb, croquet, pickleball rackets and bocce! Want to listen to records while you play? We have also added a 3-speed Bluetooth-enabled portable record player with built-in speakers. Check out our library of things at <https://bit.ly/osngupl-library-of-things>

7.2.25. Adult Learning Centres Update: We are early in our new funding year. Programs across Ontario continue to advocate for increased funding, recognizing that the current grant amounts have not changed in twenty years. It was wonderful to see Roger Hannon recognized for his exemplary work in the Collingwood community. <https://www.collingwoodtoday.ca/collingwoodtoday-cares/news/-random-acts-of-kindness-we-surprise-roger-a-one-of-a-kind-teacher-who-makes-learning-inclusive-and-fun-10634588>

7.2.26. Poet Laureate Update: During National Poetry Month in April, Rebecca Diem, our 2024-25 Poet Laureate, had the opportunity to celebrate Poetry locally. The Poet Laureate program is hosted by the Owen Sound & North Grey Union Public Library with funding from several members of the community. The Poet Laureate's honorarium and other expenses for the current term are covered by donations from Cathy Huntley, Phillip Faulkner, Pat Lorenzo and David Madill, CFP of BMO Nesbitt Burns. Rebecca's pop-up poetry activity <https://www.instagram.com/p/DIWqyf0S4LF/?hl=en>, and her CBC Ontario Morning interview, <https://amp.cbc.ca/listen/live-radio/1-112-ontario-morning/clip/16142653-national-poetry-month-comes-end> are shared.

7.2.27. Reading Buddies - 2 Great Programs: In addition to the standard Reading Buddies this summer, the Library will be offering an English Language Learner Reading Buddies program, specifically designed to support children with their English language acquisition. Families can register children in grades 1-6 into the program stream that best suits their needs. We are also seeking Reading Buddies mentors to work one-on-one with the children. High school students and adults are invited to volunteer for these programs and help children to build their reading confidence in weekly sessions through July and August. Application Deadline: Friday, June 6.

7.2.28. A Busy Day @ the Library: Saturday, June 21st will see lots of activity at the library. This is a day when we usually participate in the local community Artwalk and launch our seasonal highlight, our Summer Reading program. This year, we have both events, plus we have been selected to be one of the Doors Open Ontario sites.

7.2.29. Local Author Book Fair: The Library is hosting a book fair and we are looking for authors with a Grey or Bruce County connection to showcase their books. The fair will run from 1:00 pm - 4:00 pm on Friday, October 24th to Saturday, October 25th.

7.2.30. Library Newsletter and Upcoming Programs: Check out the many programs, services and resources featured in our newsletter, <https://www.osngupl.ca/news-programs/library-news/>. For a comprehensive schedule and information about upcoming programs, please visit <https://owensound.libcal.com/calendar>.

7.2.31. Final Comments:

"I am writing to express my gratitude for the amazing library staff you have working for you. Last week, I found myself in a series of difficult and challenging situations, and your staff supported me throughout the entire process. ...[patron acknowledges and thanks Audrey Kilgour, Rebecca Steer, Christina Mollon, and Shauna Doyle specifically.]... There are others whose encouragement and understanding kept me going throughout all of this as well, and I am grateful for every bit. I am happy to say that later that evening I got confirmation that my exam had been received and was complete. I couldn't have done any of this without the help of your staff. I wanted you to know what you most likely already know - your staff are awesome! They truly embody your library's vision, and because of the gifts of their time and effort, they made it possible for me to secure this certification"

– K.S. (Patron letter sent to Library Board and staff)

Each month, I like to share feedback from one of our library members. The above segment was from a recent letter of thanks that the Board and staff received from a library patron. I am so fortunate to work with an incredible committed team that always try to do their best to assist the public. Their effort and dedication to providing exemplary services is truly appreciated. As always, I applaud their commitment to supporting the information, education, employment and entertainment needs of our community!

Additional items as per verbal report:
None

24-25 Moved by Elizabeth Thompson THAT the Library Board approve the CEO's Report as presented. Carried.

7.3 Financial Committee Report

7.3.1 Statements and Accounts:

25-25 Moved by Elizabeth Thompson THAT Library accounts totaling \$67,525.13 for March and April be approved for payment and further, THAT the Adult Learning Centre's accounts totaling \$140,159.30 for March and April be approved for payment and further, THAT the Library's and Adult Learning Centre's Financial Statements to April 30, 2025 be received as information. Carried.

7.3.2 Reserve Accounts:

26-25 Moved by Elizabeth Thompson THAT the Library Board approve the transfer of the \$10,000.00 Bruce Power Grant to the Pollinator Gardens Reserve Account. Carried.

7.4 Personnel Committee Report
No report.

7.5 Property/Building Committee Report
No report.

7.6 Library Foundation Committee Report
No report.

7.7 Policies and Bylaws Committee Report
No report.

7.8 Ontario Library Service Board Assembly Report
Deborah Eaton indicated that the next meeting is scheduled for June 4, 2025 and that there will be an opportunity for a round table discussion.

7.9 Poet Laureate/Words Aloud Committee Report

No report.

8 OTHER BUSINESS

None

9 STRATEGIC PRIORITIES

None

10 RESOLUTION TO MOVE TO CLOSED SESSION - STRUCK

11 DECLARATION TO MOVE TO THE REGULAR BOARD MEETING - STRUCK

12 NEXT MEETING: The next Regular Board meeting to be held Thursday June 26, 2025 at 6:00 p.m. in the Library Auditorium.

13 ADJOURNMENT: The meeting was declared adjourned at 7:22 p.m.

A handwritten signature in black ink, appearing to be 'A. M.', written over a dotted line.

Chair

A handwritten signature in blue ink, appearing to be 'T. Nichols-Harrison', written over a dotted line.

Secretary