



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

**September 25, 2025 6:00 p.m.
Library Auditorium**

MEMBERS PRESENT:

Richard Thomas, Chair (City of Owen Sound)
Rosemary Buchanan, Vice-Chair (Township of Georgian Bluffs)
Tobin Day, (Township of Georgian Bluffs, Councillor)
Deborah Eaton (City of Owen Sound)
Frank Emptage (Meaford Public Library)
Marion Koepke (City of Owen Sound, Councillor)
Elizabeth Thompson (Township of Chatsworth, Councillor)

MEMBERS ABSENT/REGRETS:

David Adair (City of Owen Sound)
Janet Walker (City of Owen Sound)

STAFF PRESENT:

Tim Nicholls Harrison, CEO
Nadia Danyluk, Deputy Chief Librarian

GUESTS PRESENT:

None

COMMENCEMENT: 6:02 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:02 p.m. and welcomed new library Board member, Tobin Day, Township of Georgian Bluffs Councillor.

2. ADDITIONAL ITEMS

None

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None

4. CONFIRMATION OF MINUTES

37-25 Moved by Elizabeth Thompson THAT the minutes of the June 26, 2025 meeting of the Library Board be approved as presented.

Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

None

6. CORRESPONDENCE

Danyluk reported that there were no items of correspondence circulated in the package.

7. REPORTS AND MATTERS TABLED

7.1 Board Chair's Report

No report.

7.2. CEO's Report

"Libraries allow children to ask questions about the world and find the answers. And the wonderful thing is that once a child learns to use a library, the doors to learning are always open" - Laura Bush

7.2.1. Library Service Index and *August at a Glance*: Please see the attached performance report and infographic.

7.2.2. Key Statistics: Library membership increased to 11,833, approximately 2.5% more than at the same time last year. In August, we had 15,496 library visits and circulated 32,660 materials. Patrons used an additional 2,388 materials within the library during the month. There were 4,930 uses of technology. Our online outreach totaled 56,613. The library provided information assistance 2,533 times.

7.2.3. Savings to Patrons: The value of the physical materials that our library members borrow on a visit is shared, now, on their receipt which is printed at the main circulation desk. During the month of August, our library members as a community saved a total of \$449,553 by borrowing from the library. The total for 2025, so far, is \$3,335,737.

7.2.4. Staff Anniversaries: We extend congratulations to the following staff members on their work anniversaries. We thank them for their time, effort, skills and talents!

Tim Nicholls Harrison	Admin	37 years
Christina Mollon	Adult Learning Services	24 years
Sharon Wagenaar	Public Services	21 years
Lindsey Harris	Admin	18 years
Dale Albrecht	Technical Services	14 years
Shauna Doyle	Public Services	14 years
Renata Libicz	Public Services	8 years
Cvitka Marun	Public Services	8 years
Rebecca Steer	Public Services	6 years

Sarah Chamberlain	Youth Services	5 years
Arwen Greenwood	Public Services	5 years
Ben Lyons	Admin	5 years
Cassie Wood	Youth Services	5 years
Stephanie Park	Public Services	3 years
Sydney Pettit	Public Services	3 years
Lindsay Schlonies	Public Services	3 years
Katie Skinner	Adult Learning Services	2 years
Katherine Scott	Adult Learning Services	1 year

7.2.5. Appreciation for Our Summer Student: We'd like to thank Laura Yeo for all her help this summer. Without her skills and hard work, we would be challenged to provide the quantity and quality of summer programming that happens at the library. We appreciated her hard work, enthusiasm, dedication, and good humour. We wish Laura the very best with her academic pursuits this fall.

7.2.6. Fall Holiday Closures: Though the library will be closed on the dates listed below, library patrons will still have access to our online resources. We will be closed on two Mondays in September for staff training. A limited number of staff will be available on the morning of November 11th, to support the usual community Remembrance Day needs, but regular library services will be unavailable.

- Professional Development (cultural awareness and indigenous relations) on Monday, September 22nd and Monday, September 29th
- National Day for Truth and Reconciliation on Tuesday, September 30th
- Thanksgiving Day on Monday, October 13th
- Remembrance Day on Tuesday, November 11th

7.2.7. Library Video: Youth Services Staff had viewed a viral video of a library worker using modern words to talk about the library. They thought it would be fun to do an OSNGUPL version. Our shelving students Sydney Pettit, Judah Hoekstra and Lindsay Schlonies worked with Teen Advisory Group member Pratyush Magesh to write a script. Special thanks to Deputy Chief Librarian Nadia Danyluk for script suggestions. The teens filmed me "talking" about the library. It was fun and very kind of them to contribute their time, energy and skill to help us promote the library. Hopefully, you will find it bussin, no cap!

- Facebook: <https://www.facebook.com/OSNGUPL/videos/2514046512299348>
- YouTube: <https://www.youtube.com/watch?v=Nmml-cBLufw>

7.2.8. Budget Planning: The Library continues to face real challenges delivering necessary and expected services to our community. Year over year, we receive a significantly lower amount of municipal funding than most libraries in Ontario that are our size. Our union library agreement allows for a 4% annual increase in our funding, but any larger increase requires the support of at least our two largest municipal funders. Staff have been working on the 2026 budget with the permitted four percent increase. To achieve this, we will need to eliminate one staff position and reduce the hours that we are open to the public.

7.2.9. Ontario Public Library Statistics - 2024: Each year, we complete a survey about library use in our community. The information is compiled by the Ministry of Tourism, Culture and Sport. Our library is in the 30,000 to 50,000 municipal population band. The 2024 data should be available soon at <https://data.ontario.ca/dataset/ontario-public-library-statistics>. We will be reviewing and sharing this data.

7.2.10. Advocacy – Provincial Funding for Digital Library Public Initiative: Public Libraries and their umbrella organizations; Federation of Ontario Public Libraries and the Ontario Library Association, have for many years advocated for an Ontario Digital Public Library. Please see attached documents:

- [Ontario Digital Public Library info sheet](#)
- [OLA / FOPL 2025 Pre-Budget Submission](#)

38-25 Moved by Elizabeth Thompson THAT the Library Board support the OLA / FOPL advocacy work concerning increased Provincial Library funding including the Digital Public Library Initiative and that we ask our funding municipalities to also encourage the Province of Ontario to increase their funding of libraries. **Carried.**

7.2.11. Replacement of Window Glass in the Auditorium: As reported earlier, two large panes of glass had been cracked from youths throwing stones. In August, Owen Sound Glass replaced the glass. We are glad to have the room fully operational again.

7.2.12. OPEN Team - Pollinator Habitat Update: Our pollinator habitat projects continue. More work has been completed at the Billy Bishop Museum. We are initiating the projects at the Community Waterfront Heritage Centre at the Library and Tom. Most of the activity this fall will be readying the grounds for spring planting. We thank the City of Owen Sound for helping us with some of the tree management that was needed.

7.2.13. TD Summer Reading Program: 2025 was a record year! Thanks to the 354 library members in our TD Summer Reading Club! Together we logged 8597 books! Congratulations! Both numbers are the highest in the history of summer reading at the library. It is a 27.8% increase in participants and a 33.7% increase in books read over the summer. Special thanks to our Youth Services staff and our summer student for making the summer reading program such a success. We would also like to extend thanks to Sundays Ice Cream Parlour for this year's *Scoops for Stories Reading Challenge*.

7.2.14. Ontario Library Consortium AGM: The annual general meeting of the Ontario Library Consortium was held as a zoom meeting on September 12th. The Consortium consists of 31 library systems across southern Ontario. It includes over 10 branch library systems and 30 headquarters, serving approximately 8% of the Ontario population. I am continuing as the Treasurer for the organization.

7.2.15. Invitation for Community Art Exhibitors: Through our Public Art policy, we offer local visual artists the opportunity to display their work. Artists interested in displaying their work must complete the application and agree to the library policy. Art will be displayed on a Gridwall triangle mobile tower (2 x 2 x 6 1/2') for a 2-month period.

7.2.16. Poet Laureate Update: Owen Sound Poet Laureate Rebecca Diem was at the 50th Annual Summerfolk Music and Crafts Festival in August. Rebecca hosted a poetry writing workshop and then performed the crowd-sourced poem from the main stage. We hope to be able to share the video of the performance.

7.2.17. 2026 - 2027 Poet Laureate Call for Applications: The Owen Sound Poet Laureate carries out several official duties and acts as an ambassador for poetry and literary arts within the community of Owen Sound & North Grey. Selection of the Poet Laureate is based on writing skills, publications, public speaking and performance ability, and communication and interpersonal skills. Short-listed finalists will be interviewed by the Poet Laureate Selection Committee. All applicants must be 18 years of age or older. Applications must be emailed to info@library.osngupl.ca, and an application package must be delivered to the library no later than 4:00 pm on October 31, 2025. For more details, please visit <https://osngupl.ca/news-programs/poet-laureate-words-aloud/>

7.2.18. Community Volunteer Fair: The Library is pleased to partner with the Owen Sound & Area Association of Volunteer Administrators. They are hosting a free volunteer fair here on Wednesday, October 1st from 3 to 6 pm. Community members will be able to connect with over 20 local organizations and learn about volunteer opportunities. Admission is free.

7.2.19. OSNGUPL 2nd Annual Local Author Book Fair – October 24th & 25th: We are excited that more than 40 local authors will be in attendance during the two-day event. The fair takes place on all levels of the Owen Sound & North Grey Union Public Library and the Tom Thomson Art Gallery. The Local Author Book Fair showcases a wide range of genres and gives the public a chance to get to know the authors, purchase their books and enter to win some prizes. Everyone is encouraged to come out and meet with authors who write poetry, fiction, non-fiction, young adult, and children's books. It is wonderful to be able to honour our former Chief Librarian Andrew Armitage by celebrating local writers and their work. More information about the participating authors can be found at <https://osngupl.ca/osngupl-local-author-book-fair/>

7.2.20. Poet Laureate Legacy Project - November 22nd and 23rd: Immerse yourself in a world of poetry and art at **The Poet Laureate's Community Revue!** Join our Poet Laureate at this free, weekend-long event showcases the power of collaboration, with a multi-arts exhibit opening Saturday, November 22nd and an exclusive matinee performance on Sunday, November 23rd at The Harmony Centre. Get ready to be inspired! We have applied to the Community Foundation Grey Bruce for one-time funding to assist with the community collaborative and local art focused nature of this event.

7.2.21. 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>.

7.2.22. Final Comments:

"I read the most books (13) I have ever read during the summer months. I also learned what was meant by the terms" speculative fiction; modern retelling". It was a great experience for me, and one that I will always remember. So many thanks again for your prizes, which I certainly will

use. Wishing you and all the staff a wonderful weekend. All the best!" – B.B.

We had a very busy summer in the building and in the community. I extend sincere thanks to all our library staff for their dedication and professionalism that they demonstrate every day, delivering so many programs and resources. Their goodwill and exemplary customer service helped us successfully promote the library and meet the information, education, employment and entertainment needs of our community. We are excited about the fall and look forward to your visit.

Additional items as per verbal report:

39-25 Moved by Rosemary Buchanan THAT the Library Board extend sincere appreciation to Ryan Thompson for his years of service on the Board. Carried.

40-25 Moved by Rosemary Buchanan THAT the Library Board approve the CEO's Report as presented. Carried.

7.3 Financial Committee Report

7.3.1 Statements and Accounts:

41-25 Moved by Elizabeth Thompson THAT the Library's and Adult Learning Centre's Financial Statements to August 31, 2025 be received as information. Carried.

7.3.2 2026 Draft OSNGUPL Operating Budget:

42-25 Moved by Elizabeth Thompson THAT the Library Board receives the 2026 Draft Operating Budget as information. 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

No report.

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

43-25 Moved by Rosemary Buchanan THAT the Library Board now move to closed session to discuss personnel matters about identifiable individuals. Carried.

**11 DECLARATION TO MOVE TO THE REGULAR BOARD MEETING
7:31 P.M.**

Chair Thomas advised that in Closed Session, the Board reviewed one personnel matter about an identifiable individual, and no direction was provided and no other matters were discussed. The Board moved to the regular meeting to consider matters listed on the September 25, 2025 Agenda and other business.

**12 NEXT MEETING: The next Regular Board meeting to be held Thursday
October 30, 2025 at 6:00 p.m. in the Library Auditorium.**

13 ADJOURNMENT: The meeting was declared adjourned at 7:32 p.m.



Chair



Secretary