



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

**February 5, 2026 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)  
Tobin Day, (Township of Georgian Bluffs, Councillor)  
Deborah Eaton (City of Owen Sound)  
Marion Koepke (City of Owen Sound, Councillor)  
Janet Walker (City of Owen Sound)

**MEMBERS ABSENT/REGRETS:**

Frank Emptage (Meaford Public Library)  
Elizabeth Thompson (Township of Chatsworth, Councillor)

**STAFF PRESENT:**

Tim Nicholls Harrison, CEO  
Nadia Danyluk, Deputy Chief Librarian  
Lindsey Harris, Administrative & Facilities Manager

**GUESTS PRESENT:**

None

**COMMENCEMENT: 6:09 P.M.**

**1. CALL TO ORDER**

The meeting was called to order by Richard Thomas, Chair, at 6:09 p.m.

**2. ADDITIONAL ITEMS**

None

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

None

**4. CONFIRMATION OF MINUTES**

**01-26 Moved by Rosemary Buchanan THAT the minutes of the November  
27, 2025 meeting of the Library Board be approved as presented.**

**Carried.**

**5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC**

None

**6. CORRESPONDENCE**

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

**6.1. Letter from City of Owen Sound:** A letter dated December 2, 2025 was received from Mayor Ian Boddy regarding the Library’s 2026 Operating Budget.

**6.2. Letter from Meaford Public Library:** A letter dated on December 12, 2025 from Kimberly Grafton, Meaford Public Library Board Chair regarding the Library’s 2026 Operating Budget.

**6.3. Letter from Township of Chatsworth:** A letter dated December 3, 2025 was received from Tyler Zamostny, Deputy Clerk regarding the Library’s 2026 Operating Budget.

**7. REPORTS AND MATTERS TABLED**

**7.1 Board Chair’s Report**

No report.

**7.2. CEO’s Report**

**“The benefits of reading books include a longer life in which to read.”**

**– Avni Bavishi, Martin D. Slade & Becca R. Levy**

**7.2.1. Library Service Index and December at a Glance:** Please see the attached performance report and infographic. The 2025 Annual Infographic is also attached.

**7.2.2. Key Statistics:** Library membership increased to 11,931, approximately 2.4 % more than at the same time last year. In December, we had 12,051 library visits and circulated 28,895 materials. Patrons used an additional 1,308 materials within the library during the month. There were 4,656 uses of technology. Our online outreach totaled 55,747. The library provided information assistance 1,832 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 December, our library members as a community saved a total of \$349,500 by borrowing from the library. The total for 2025 is \$4,879,448.

**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!

Nadia Danyluk	Admin	19 years
Katherine McLeish	Public Services	6 years

**7.2.5. 2025 Audit Process:** MNP, the company responsible for our annual audit, has recently informed us that their 2025 audit will begin March 9<sup>th</sup>. The audit may not be completed for our planned April 23<sup>rd</sup> AGM. Requirements for the separate ALC audit timing may come into play as well. It seems best to reschedule our Annual Meeting. We will work with MNP for an earlier process for the 2026 audit.

**02-26 Moved by Rosemary Buchanan THAT the Library Board approve holding the Annual General Meeting on September 24, 2026 this year.**

**Carried.**

**7.2.6. Budget Process:** The Library continues to face significant challenges delivering necessary and expected services to our community. We receive a significantly lower amount of municipal funding than most libraries in Ontario that are our size.

On November 19<sup>th</sup>, Board Chair Richard Thomas and I presented the budget request to our municipal partners including the Mayor of Owen Sound, Georgian Bluffs Council and the Meaford Library Board. We understand that Georgian Bluffs Council supports an increase above the 4% amount outlined in the *Union Library Agreement*.

On December 2<sup>nd</sup>, we were given the following direction by the Mayor of Owen Sound: "In accordance with the Strong Mayor legislative framework, I am directing that the Library Board return a revised 2026 budget that results in a levy impact not exceeding 5.5 per cent."

Board Chair Richard Thomas and I shared the budget request with Chatsworth Council on December 3<sup>rd</sup>. A resolution from Chatsworth Council later that day, gave notice "of the Township's withdrawal of the agreement in one calendar year (2027) should the board present a budget greater than 5.5% in 2026."

Meaford Public Library has confirmed that they will provide the 4% increase outlined in our current *Service Agreement*. Correspondence on December 12<sup>th</sup> noted, "We hope that the OSNGUPL understands our commitment to Meaford Public Library patrons and Municipality of Meaford Council. We deeply honour the relationship with the Owen Sound and North Grey Union Public Library."

On January 16<sup>th</sup>, Richard and I attended the Owen Sound City Council budget meetings to present our request to the whole council. Video of this presentation is available 4 hours into the video, available at <https://pub-owensound.escribemeetings.com/Players/ISISStandAlonePlayer.aspx?Id=e2d9181a-4497-4606-9826-ef696a2e83d3>.

We are grateful that our Union Library members (Chatsworth, Georgian Bluffs and Owen Sound) agreed this year to provide funding to the library at a level greater than the minimum provided in the *Union Library Agreement*.

**7.2.7. Advocacy – Provincial Funding for Digital Library Public Initiative:** At the September Library Board meeting, the library passed a motion to support the OLA / FOPL advocacy work concerning increased Provincial Library funding including the Digital Public Library Initiative and we asked our funding municipalities to also encourage the Province of Ontario to increase their funding of libraries. Thank you to our three municipal partners for taking up this request and championing libraries, and arranging for a delegation to meet with Provincial representatives at the recent Rural Ontario Municipal Association meetings on January 19<sup>th</sup>.

Special thanks to Ryan Thompson, *Chief Administrative Officer - Township of Georgian Bluffs*, Rachel Anstett, *Chief Administrative Officer / Clerk - Township of Chatsworth* and Rebecca Ellerdiem, *Senior Advisor, External Relations & Investment Attraction - City Manager's Office - Owen Sound* for making this initiative possible. I also want to recognize Hailey Thomson, *Communications Manager - Township of Georgian Bluffs* and her superb work creating the media release which is online at

<https://www.georgianbluffs.ca/news/posts/library-partners-advocate-for-equitable-digital-access-at-roma-2026/>

**7.2.8. Grey County Library System:** At the Grey County Council meeting on November 27<sup>th</sup>, Owen Sound Deputy Mayor Scott Greig announced that he would be bringing a resolution for the joint municipal services committee to examine local library services. On December 11<sup>th</sup>, Library Board Chair Richard Thomas was asked by local media about the resolution that came to the Grey County Council that day. <https://www.collingwoodtoday.ca/the-blue-mountains-and-grey-highlands/grey-county-to-consider-joint-library-system-idea-11549619>  
<https://www.owensoundsuntimes.com/news/local-news/grey-county-wants-to-explore-merits-of-a-county-library-system>

A previous study looking at a County Library system was completed by then Grey County CAO Lance Thurston in 2014. At that time, there was not a willingness by Grey County Council to move further on such an initiative.

**7.2.9. CFOS Open Line Show:** The discussion about the library that I had with David Carr on the CFOS 89.3 Open Line show on November 17<sup>th</sup>, can be heard at <https://www.893cfos.ca/2025/11/17/53849/>. It was a great chance to celebrate our programs and services.

**7.2.10. Adult Learning Centres – Business Plans:** The 2026-27 business plans are due to the Ministry of Labour, Immigration, Training and Skills Development. The Literacy and Basic Skills (LBS) program has been rebranded to Get SET (Skills, Education and Training).

Sincere appreciation is extended to all ALC staff for their hard work during 2025. Special thanks to Roger Hannon for expertly co-ordinating the Business Plan process, consolidating the necessary statistics and information and drafting the documents.

The Adult Learning Centres continue to be challenged to meet Ministry targets with no additional funding to compensate for the significant increase in program delivery costs that has occurred over the past number of years.

Without an increase in core funding, we will need to seriously examine our ability to continue program delivery. We understand that other sites across Ontario are facing similar challenges.

**03-26 Moved by THAT the Library Board approve the 2026-27 business plans for the Library’s Adult Learning Centres as presented and further, THAT the Library Board respectfully requests an increase from the Ministry in core funding for their Get SET program to ensure continue service viability. Carried.**

**7.2.11. Poet Laureate Legacy Project:** The Poet Laureate’s Community Revue on Sunday November 23<sup>rd</sup> was a wonderful event that showcased the power of community and collaboration. Congratulations to Poet Laureate Rebecca Diem and everyone involved. I extend thanks to Shauna Doyle and the Poet Laureate Advisory Committee for their support of the initiative. Special thanks to the Community Foundation Grey Bruce and John Tamming Law for funding the event at Harmony Centre. A videotape of the Community will be available later this year.

Please see local media coverage at

<https://www.owensoundsuntimes.com/news/rebecca-diem-ends-term-as-poet-laureate-with-collaborative-celebration>

**7.2.12. Community Support for Safe 'N Sound:** The Library served as a drop-off partner for Safe 'N Sound. The items were collected and shared with participants on December 24<sup>th</sup>. Safe 'N Sound says "Today we shared 78 beautiful gifts from the community. - Thank you to everyone who donated, shared, and cheered this along. Community care looks like this."

**7.2.13. Salary Grid Review / Pay Equity / Library Comparators:** The Library last reviewed its salary grid in 2017 in a process initiated by the City of Owen Sound. The Pay Equity and Job Evaluation work was completed with the support of Ward & Uptigrove. Last year, the City of Owen Sound undertook a review and used a different firm, Gallagher. Since the Library was not involved in this study, we need to undertake our own review.

Nadia Danyluk and Lindsey Harris are taking the lead on this project for us. We hope to have everything completed in a timely manner, so that the information can support our 2027 budget process.

**04-26 Moved by Marion Koepke THAT the Library Board allocate up to \$25,000 from the ALC Admin Reserve to cover the costs for the Pay Equity and Job Evaluation services of Gallagher to assist us in the completion of a 2026 review. Carried.**

**7.2.14. Valuing Ontario Libraries Toolkit (VOLT 2):** Management staff attended an information session on December 11<sup>th</sup> focussed on updates to VOLT - <https://resources.olservice.ca/volt>. This is a project that we have spent time reviewing the process and understanding the statistical inputs that are needed so that we can realize the value of VOLT.

We have used our 2024 data to establish a starting snapshot for us and to gain some comfort with the process. We are working on utilizing our 2025 data in an upcoming VOLT presentation to the Board. We have made some changes in our ongoing data collection so that it will be easier to participate in VOLT activities in the future. Special thanks to Dale Albrecht for diving into VOLT to make it accessible for all of us. Her skills and knowledge have been vital to the success of this project.

**7.2.15. Family Literacy Day:** Families with children ages 0-6 participated in our annual Family Literacy Day Celebration on Saturday, January 24<sup>th</sup> in the Auditorium. Family Literacy Day is an annual celebration in January that highlights the importance of reading together to support children's developing literacy skills. Everyone enjoyed crafts, circle time, and other fun activities all about construction and building. Special thanks to Cassie Wood and Tammy Cruickshank for planning and organizing the day. Thanks to Katie McLeish and Nadia Danyluk for their help on Family Literacy Day.

**7.2.16. Ontario Library Association's Super Conference:** The conference from January 28<sup>th</sup> to January 31<sup>st</sup> brings together library professionals across the country to share and celebrate innovative initiatives. Youth Services Specialist Cassie Wood will be attending to present, as part of the Poster series, on our Reading Buddies for English Language Learners program. Nadia Danyluk and Audrey Kilgour will also be

attending. More information about the conference can be found at <https://olasuperconference.ca/>.

**7.2.17. Library Newsletter and Upcoming Programs:** Check out the many programs, services and resources featured in our current 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>.

**7.2.18. Final Comments:**

**“The excellence of both the library and building really cannot be overstated. Without my public library I'd probably be broke, as I am a voracious reader. Bless the public library system!”**

**– M.S. (Facebook Comment)**

Every day, the wonderful staff of the library work diligently to offer exemplary customer services to our many library patrons. They are focussed on meeting the information, education, employment and entertainment needs of our diverse community. I extend sincere thanks to these hardworking and dedicated staff for their skills and expertise. We are fortunate to hear from the satisfied community members that appreciate our many library services.

Additional items:

None

**05-26 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:**

**06-26 Moved by Marion Koepke THAT the Library's and Adult Learning Centre's Financial Statements to December 31, 2025 be received as information. Carried.**

**7.3.2 Operating Capital:** Nicholls Harrison suggested the Board consider transferring remaining funds from the 2025 Operating Capital to the Library Renovations Reserve Fund to assist with the flooring replacement on the Carnegie level in 2026.

**07-26 Moved by Marion Koepke THAT the Library Board approve the transfer of remaining funds from the Operating Capital line of the Library's 2025 Operating Budget to the Library Renovations Reserve Fund. Carried.**

**7.3.3 2026 Operating Budget:**

**08-26 Moved by Marion Koepke THAT the Library Board approve the 2026 Operating Budget. 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**

David Adair reported the appointment of Jennifer Frankum, Poet Laureate for the 2026-2027 term.

**09-26 Moved by David Adair THAT the Library Board approve the Poet Laureate Advisory Committee's selection of Jennifer Frankum as Poet Laureate serving a two-year term, from January 1, 2026 to December 31, 2027. Carried.**

**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 March 26, 2026 at 6:00 p.m. in the Library Auditorium.**

**13 ADJOURNMENT:** The meeting was declared adjourned at 7:23 p.m.



Chair



Secretary