



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

**March 26, 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)
Frank Emptage (Meaford Public Library)
Marion Koepke (City of Owen Sound, Councillor)
Janet Walker (City of Owen Sound)

MEMBERS ABSENT/REGRETS:

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: 6:02 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:02 p.m.

2. ADDITIONAL ITEMS

None

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

None

4. CONFIRMATION OF MINUTES

**10-26 Moved by Marion Koepke THAT the minutes of the February 5, 2026
meeting of the Library Board be approved as presented.**

Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

None

6. CORRESPONDENCE

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

6.1. MNP Audit Planning Letter

6.2. Thank You Card: Thank you card was received from the McLeish family for exceptional library service.

7. REPORTS AND MATTERS TABLED

7.1 Board Chair's Report

No report.

7.2. CEO's Report

"Upon the shelves of our libraries,
the world's greatest teachers await our questions"

- Louis L'Amour.

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

7.2.2. Key Statistics: Library membership increased to 11,961, approximately 1.8 % more than at the same time last year. In February, we had 14,553 library visits and circulated 29,022 materials. Patrons used an additional 1,939 materials within the library during the month. There were 4,832 uses of technology. Our online outreach totaled 61,728. The library provided information assistance 2,241 times. During the month 719 patrons participated in 33 programs at the library.

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 February, our library members as a community saved a total of \$383,422 by borrowing from the library. The total for 2026 is \$807,127.

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!

Jodi Burton-Scheifley	ALC	5 years
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7.2.5. Grey County Library System: At the Grey County Council meeting on January 28th, Deputy CAO Niall Lobley presented a report examining local library services. It recommended that "no further exploration of County wide library services be considered at this time". The report is online at <https://pub-grey.escribemeetings.com/filestream.ashx?DocumentId=8880>.

The Owen Sound Sun Times wrote the following news article, <https://www.owensoundsuntimes.com/news/local-news/grey-county-wide-library-system-put-back-on-the-shelf>

7.2.6. Service Agreement with Meaford Public Library: The current agreement expires at the end of 2026. The terms of the current Library Services Agreement may be extended for a minimum of two additional years, provided that the Union

Public Library Board receives a request for extension from the Meaford Public Library Board, on or before September 30, 2026.

7.2.7. Union Library Agreement – 5 Year Review: The terms of the Union Library Agreement have a five-year review for the fall of 2026. This review is an opportunity for members of the three municipal councils and the Library Board to meet and review the past five years of library service and update the funding formula. The current Union Library Agreement is not under negotiation. Amendments to the funding table in the Union Library Agreement will be made to reflect the average of the ratio of memberships for each group to the total memberships in the UNION LIBRARY for the five years (2022-2026) as of August 31st of each year. The amended table will be used for the last five years of the agreement.

7.2.8. Carnegie Refresh: We will be replacing the carpet in Carnegie this fall. Library staff are working with City of Owen Sound staff and we are hosting a site visit on April 20th for flooring vendors interested in the project. Recognizing that the Carnegie Library is a designated heritage building, we will ensure that the work is approved by the Heritage Committee.

7.2.9. Text Messaging Now Available: Text message notifications for holds, due soon, overdue and bills are now available. You can opt-in by visiting us in person or online, <https://osngupl.ca/communication-preferences/>.

7.2.10. Repair Café at the Library: In March, we celebrate the second 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.

7.2.11. Incident Summary - 2025: A total of 22 incident reports were filed, and 11 new trespass notices were issued. The occurrences seem to come in clusters. Drug-related activity, including the presence of drug paraphernalia, suspected substance use and the discovery of sharps, was the most common type of incident. These occurrences were reported throughout the year, with higher concentration in February, May, June, July and October. No incident reports were completed in March, April, September and December.

Library washrooms downstairs were the primary area of concern, with frequent findings of drug paraphernalia, smoking and vandalism. The library grounds were the second most common location, where sharps and drug paraphernalia were also regularly discovered.

Several incidents involved patrons requiring medical attention, including unconscious and injured individuals. Library staff provided first aid response and/or called for medical assistance. Incidents involving aggressive behavior from patrons and unauthorized access from banned patrons occurred periodically throughout the year. Many of these incidents appeared to be linked to mental health challenges and/or substance use.

Recurring issues, particularly those related to substance use, indicate the need for attention to increased monitoring of the washrooms and level 1.

7.2.12. Professional Development – Safer Spaces: On March 25th, some staff will be participating in the Ontario Library Association's Safer Spaces Symposium which focusses on library washrooms. The session is virtual.

7.2.13. Professional Development – De-Escalation Skills: We have arranged to have Rebecca Higgins, Mental Health Educator present a workshop on Supportive Communication and De-Escalation Skills for Library Workers. We have opened this June 15th professional development activity to other library workers in Grey-Bruce. Thanks to Nadia for organizing this day.

7.2.14. March Community Art Exhibit - Nancy Cornforth: Nancy is a passionate artist dedicated to sharing the joy of creativity while pushing her own artistic boundaries. Through her work, classes, and community engagement, she not only brings beauty to the world, but also inspires others to embrace their own creative potential.

7.2.15. Videogames are Here: The Library now has a collection of Switch games for our community to borrow. These games are rated E for Everyone and are suitable for the whole family to enjoy. Videogames are loaned for 1 week. Check out Switch it Up, the Library's casual drop-in gaming program for children and teens, taking place on Monday evenings from 5–7pm.

7.2.16. March Break Programs: Youth Services staff had a busy March Break filled with activities and programs, <https://osngupl.ca/wp-content/uploads/2026/02/2026-March-Break-Programs-Flyer.pdf>. Checkout our Facebook and Instagram feeds to see related photos. We were pleased that the Sun Times focussed on the creativity and STEM work that is happening at the library, <https://www.owensoundsuntimes.com/news/local-news/march-break-workshop-turns-kids-into-media-creators>

7.2.17. Seedy Saturday - March 28th: Everyone is invited to attend Seedy Saturday and discover local producers, plant enthusiasts, garden specialists, community groups and so much more. This free event is from 11:00 am - 1:00 pm. We thank Cvitka Marun, Information Specialist, for her facilitating the day's activities, <https://owensound.libcal.com/event/3980181>

7.2.18. Gardener in Residence: We are pleased to partner with the Grey County Master Gardeners again this year. The Gardener in Residence program features local gardening gurus providing information and expertise. The session in March will focus on starting seeds. <https://www.owensoundsuntimes.com/news/local-news/the-library-announces-gardener-in-residence-program>

7.2.19. Puzzles Now Available in our Online Resources: Did you know that Press Reader now offers puzzles to keep your brain busy on your computer or smart device? Try one free with your Library card! Find Press Reader on our website under our e-resources, <https://osngupl.ca/browse-borrow/online-resources/>

7.2.20. Libby Reads Starts March 26th: Borrow *Meet the Neighbors* by Brandon Keim on the @[Libby.App](#) with no waitlists or holds! In this wide-ranging, wonder-filled exploration of animals' inner lives, Keim takes us into courtrooms and wildlife hospitals, under backyard decks and into deserts, to meet anew the wild creatures who populate our communities and the philosophers, rogue pest controllers, ecologists, wildlife doctors, and others who are reimagining our relationships to them.

7.2.21. 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>.

7.2.22. Final Comments:

"We know that our library is more than just books. We would like to extend our sincere thanks for providing such a welcoming, safe, inclusive space right in the heart of our community. We recognize that over the years, library work has changed and we greatly appreciate how you always professionally deliver your programs and services with integrity, empathy, patience and respect. Thank you for all that you do! – A-M.M. and D.M.

I love sharing praise from our library patrons. Library staff work hard to provide exemplary customer services to our public as we try to meet their information, education, employment and entertainment needs. Check out what we have planned for the Spring!

Additional items:

None

11-26 Moved by Marion Koepke THAT the Library Board approve the CEO's Report as presented. Carried.

7.3 Financial Committee Report

7.3.1 Statements and Accounts:

12-26 Moved by Marion Koepke THAT the Library's and Adult Learning Centre's Financial Statements to February 28, 2026 be received 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 – STRUCK**
- 11 DECLARATION TO MOVE TO THE REGULAR BOARD MEETING - STRUCK**
- 12 NEXT MEETING:** The next Regular Board meeting to be held Thursday April 23, 2026 at 6:00 p.m. in the Library Auditorium.
- 13 ADJOURNMENT:** The meeting was declared adjourned at 6:30 p.m.

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

Chair

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

Secretary