

MISSISSIPPI MILLS PUBLIC LIBRARY BOARD  
MINUTES  
Regular Meeting

A regular meeting of the Mississippi Mills Public Library Board was held on August 13, 2025 at 1:30 p.m. at the Pakenham branch.

1. CALL TO ORDER

The meeting was called to order at 1:35 p.m.

2. ATTENDANCE:

PRESENT:

Barbara Button, Chair

Alison Ball

Vicki Lowe, Council Representative

Mary Lumsden (via Zoom)

Emma Kinsman

Cathy Peacock

Christine Row, staff

Berta Abaroa Madrigal, staff

ABSENT:

Jeff Fraser

Leanne Czerwinski, Vice-Chair

3. APPROVAL OF AGENDA

**Resolution No. 23-25**

**Moved by** V. Lowe

**Seconded by** C. Peacock

THAT the MMPLB approve the agenda as presented.

**CARRIED**

4. DECLARATION OF ANY CONFLICTS OF INTEREST

[None]

5. DELEGATIONS OR PRESENTATIONS

[None]

6. CONSIDERATION OF A CLOSED SESSION

**Resolution No. 24-25**

**Moved by** E. Kinsman

**Seconded by** V. Lowe

THAT the MMPLB enter into an in camera session at 1:36 p.m. as per personal matters about an identifiable individual.

**CARRIED**

**Resolution No. 25-25**

**Moved by** B. Button

**Seconded by** A. Ball

**THAT** the MMPLB meeting move out of closed session at 1:48 p.m.

**CARRIED**

**Resolution No. 26-25**

**Moved by** E. Kinsman

**Seconded by** C. Peacock

**THAT** the MMPLB approve the 2025 HR/Succession Plan as presented.

**CARRIED**

**7. MINUTES OF THE PRECEDING MEETING**

**Resolution No. 27-25**

**Moved by** V. Lowe

**Seconded by** A. Ball

**THAT** the MMPLB approve the June 11, 2025 Minutes as presented.

**CARRIED**

**8. CONSENT ITEM**

a) Correspondence

[None]

b) Reports- CEO report, Makerspace update (verbal update by B. Abaroa)

c) Incidents

[None]

**Resolution No. 28-25**

**Moved by** E. Kinsman

**Seconded by** B. Button

**THAT** the MMPLB accept the consent items as presented.

**CARRIED**

**9. UPDATES**

a) Policy Review

FR-01 Donations, Fundraising and Sponsorship and GOV-12 Financial Control and Oversight

**Resolution No. 29-25**

**Moved by** V. Lowe

**Seconded by** E. Kinsman

**THAT** the MMPLB approve FR-01 Donations, Fundraising and Sponsorship and GOV-12 Financial Control and Oversight as presented.

**CARRIED**

b) Financial Statement- June 30, 2025

Board reviewed the financial statement as presented.

c) Board advocacy

[None]

**10. FOR DISCUSSION/DECISION**

a) Strategic Plan- verbal survey update

b) 2026 capital and operating budgets

**Resolution No. 30-25**

**Moved by** C. Peacock

**Seconded by** E. Kinsman

**THAT** the MMPLB approve the draft 2026 capital and operation budgets.

**CARRIED**

c) BMO and RBC Accounts

**Resolution No. 31-25**

**Moved by** M. Lumsden

**Seconded by** B. Button

**THAT** the MMPLB approve transferring \$10,000 from the Library's BMO account to the Donations – Almonte budget, allocating \$5,000 for general expenses and \$5,000 for the HR/Succession Plan training, thereby increasing the Almonte – Donations budget from \$9,000 to \$19,000 in the 2026 Operating Budget;

**AND THAT** the MMPLB approve liquidating \$25,000 from the Library's RBC investment account into a one-year fixed GIC, with the remaining funds transferred into a high-interest savings account.

**CARRIED**

d) Surveillance cameras in the Library

**Resolution No. 32-25**

**Moved by** B. Button

**Seconded by** A. Ball

**THAT** the MMPLB approve hiring Advanced Alarms to install security cameras at both branches of the Mississippi Mills Public Library;

**AND THAT** the MMPLB approve using \$3,000 from the Library's BMO account to help cover the cost of the camera equipment and installation.

**CARRIED**

e) Pakenham Garden

**Resolution No. 33-25**

**Moved by** B. Button

**Seconded by** C. Peacock

**THAT** the MMPLB approve using up to \$2,000 from the remaining Pakenham Library Furniture deferred revenue to upgrade the Pakenham grounds.

**CARRIED**

f) MM Consultation Request-Downtown Secondary Plan for Almonte  
B. Button, A. Ball and C. Peacock would be interested in joining the meeting.  
Christine will set a date with the Policy Planner.

**11. OTHER/NEW BUSINESS**

[None]

**12 COMMUNICATIONS**

The Board is eager to meet with the Policy Planner to discuss the future of the Almonte branch and current location.

**13. NEXT MEETING**

October 8th, 2025 at 1:30 p.m. at the Almonte branch

**14. ADJOURNMENT**

**Resolution No. 34-25**

**Moved by** V. Lowe

**Seconded by** E. Kinsman

**THAT** the meeting be adjourned at 3:25 p.m.

**CARRIED**