

**MISSISSIPPI MILLS PUBLIC LIBRARY BOARD**

**MINUTES**  
Regular Meeting

A regular meeting of the Mississippi Mills Public Library Board was held on January 14, 2026 at 1:30 p.m. at the Almonte branch.

1. CALL TO ORDER

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

2. ATTENDANCE:

PRESENT:

Barbara Button, Chair  
Alison Ball  
Jeff Fraser  
Emma Kinsman  
Mary Lumsden  
Cathy Peacock  
Christine Row, staff (via Zoom)  
Berta Abaroa Madrigal, staff

ABSENT:

Leanne Czerwinski, Vice-Chair  
Vicki Lowe, Council Representative

3. APPROVAL OF AGENDA

**Resolution No. 01-26**

**Moved by** Jeff Fraser

**Seconded by** Barb Button

**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

[None]

7. MINUTES OF THE PRECEDING MEETING

**Resolution No. 02-26**

**Moved by** Alison Ball

**Seconded by** Cathy Peacock

**THAT** the MMPLB approve the November 12, 2025 Minutes as presented.

**CARRIED**

8. CONSENT ITEM

- a) Correspondence - OLS invitation to join New CEO group
- b) Reports- CEO report, Friends report
- c) Incidents  
[None]

**Resolution No. 03-26**

**Moved by** Mary Lumsden

**Seconded by** Emma Kinsman

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

**CARRIED**

9. UPDATES

- a) Policy Review  
Cathy Peacock shared the 2026 Policy Review Schedule.
- b) Financial Statement- November 30, 2025  
The MMPLB reviewed the financial statements as presented. The Board requested that the CEO follow up with the Municipal Treasurer regarding the rationale for the audit fee increase.
- d) Board advocacy  
Barb Button will attend the Friends of the Library's AGM on February 24, 2026, at 10:30 a.m. at the Almonte Branch to convey the Board's appreciation. The Board agreed to prepare a public acknowledgement for the *Millstone* and to reinstate Volunteer Appreciation Day, with timing (April or October) to be confirmed by the CEO.

10. FOR DISCUSSION/DECISION

- a) Strategic plan  
The Board requested that the CEO contact the OLS consultant to confirm the Library's position on the OLS Strategic Plan consultancy waiting list. The Strategic Plan Working Group did not provide a date or schedule for its next meeting.

- b) Pakenham Programming report

**Resolution No. 04-26**

**Moved by** Jeff Fraser

**Seconded by** Cathy Peacock

**THAT** the MMPLB approved the transfer of \$17,000 from the RBC Investment Savings Account to fund the additional hours required for the Makerspace Coordinator in 2026.

**CARRIED**

11. OTHER/NEW BUSINESS

- a) In-kind donation of stocks n  
The CEO reported that an in-kind stock donation with a book value of \$19,286 was received on January 6, 2026 and, in accordance with policy, will be liquidated. The Board requested that, at the next meeting, the CEO provide information on GIC and high-interest savings account interest rates, GIC maturity dates, and renewal terms to inform investment decisions related to the donation.
- b) Jeff Fraser suggested appointing a recording secretary to assist with the transition. It was decided that the CEO will continue to serve as secretary for the time being.
- c) Barb Button suggested that the CEO organize a coffee time or similar event to facilitate introductions between the Board and new library staff.
- d) Mary Lumsden inquired about the process for updating the Municipality on the CEO review. Barb Button will email the Payroll Administrator, and it will be included under Communications on the next agenda.

12. COMMUNICATIONS

Nothing to communicate to the municipality.

Barb Button suggested adding two separate items under Communications on the next agenda: one for the Municipality and one for the Friends.

13. NEXT MEETING

February 11, 2026 at 1:30 p.m. at the Pakenham branch

14. ADJOURNMENT

**Resolution No. 05-26**  
**Moved by** Jeff Fraser  
**Seconded by** Alison Ball

**THAT** the meeting be adjourned at 2:40 p.m.

**CARRIED**