

MISSISSIPPI MILLS PUBLIC LIBRARY BOARD

MINUTES
Regular Meeting

A regular meeting of the Mississippi Mills Public Library Board was held on February 11, 2026 at 1:30 p.m. at the Pakenham branch.

1. CALL TO ORDER

The meeting was called to order at 1:30 p.m.

2. ATTENDANCE:

PRESENT:

Barbara Button, Chair
Leanne Czerwinski, Vice-Chair (Zoom)
Vicki Lowe, Council Representative
Alison Ball
Jeff Fraser
Emma Kinsman
Cathy Peacock
Christine Row, staff
Berta Abaroa Madrigal, staff

ABSENT:

Mary Lumsden

3. APPROVAL OF AGENDA

Resolution No. 06-26

Moved by Emma Kinsman

Seconded by Cathy Peacock

THAT the MMPLB approve the agenda as presented/ with the addition of BMO reconciliation, and the annual Board evaluation under new business.

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. 07-26

Moved by Alison Ball

Seconded by Jeff Fraser

THAT the MMPLB approve the January 14, 2026 Minutes as presented.

CARRIED

8. CONSENT ITEM

- a) Correspondence - Email to Payroll Coordinator regarding the completion of CEO annual review, Home Hospice request for repeat partnership on the Yellow Boot campaign.
- b) Reports- CEO report, Friends report, CEO request for funding to the Friends of the Library, MMPL Collection Plan 2026.
- c) Incidents
[None]

Resolution No. 08-26

Moved by Emma Kinsman

Seconded by Vicky Lowe

THAT the MMPLB accept the consent items as presented.

CARRIED

9. UPDATES

- a) Policy Review
[None}
- b) Financial Statement
[None]
- d) Board advocacy - Cathy Peacock shared highlights from her attendance at the OLA Superconference 2026 in Toronto. Key sessions included Collaborative Learning for Reconciliation, Safety and Staff Well-Being in Small Libraries, OLA updates on what library boards need to know ahead of elections, and Library Advocacy.

10. FOR DISCUSSION/DECISION

- a) Strategic plan

The next meeting date is organized for Monday, February 23 at 2pm, Almonte

branch.

- b) RBC Investment information - Action item: CEO to make an appointment with an RBC Wealth Management representative to clarify:
- Whether there is a minimum threshold required to create a GIC.
 - What happens when a GIC matures. Whether the Board can provide advance written direction to RBC on reinvestment (e.g., automatically reinvest principal and interest into a one-year GIC at the highest available rate).
 - How to handle new donations after liquidation (e.g., allocating 90% to GICs and 10% to a RISA).
 - Whether this approach would result in multiple small GICs with different maturity dates.

After this information is gathered, the Policy Committee will be informed and will draft a policy outlining directives for the CEO on how to manage donations of stock. This will be added to Policy FR-01 once approved by the Board.

11. OTHER/NEW BUSINESS

- a) BMO Reconciliation for 2025 - The CEO will maintain a monthly reconciliation sheet and present it to the Board on a quarterly basis. Vicki Lowe suggested also maintaining an annual balance sheet for the BMO account showing funds received and disbursed, to track how funds are committed and allocated.
- b) Annual Board Evaluation - Leanne Czerwinski shared the evaluation with Board members in an online form and asked that it be completed by February 18. Leanne will compile and send the results for inclusion at the next meeting.

12 COMMUNICATIONS

- a) MUNICIPALITY - Vicki Lowe will inform Council that the Library Board conducts an annual policy review through its Policy Committee using a formal review process and format.
- b) FRIENDS - The Board sincerely thanks the Friends for their generous donations to the Library over the years, and in particular for the recent \$10,000 contribution supporting children's programs at the Pakenham Branch. The Board greatly appreciates your commitment and dedication and recognizes the effort and hard work involved in raising these funds. They would like to post a recruitment sign for Pakenham residents to join the Friends and to highlight the Friends' support to the Pakenham community, and ask whether the Friends would like to organize this or if the Library may assist.

13. NEXT MEETING

March 11, 2026 at 1:30 p.m. at the Almonte branch

14. ADJOURNMENT

Resolution No. 09-26

Moved by Jeff Fraser

Seconded by Emma Kinsman

THAT the meeting be adjourned at 3:04 p.m.

CARRIED