



# Brockville Public Library

## **Brockville Library Board Meeting Minutes 28 July 2025**

The meeting was called to order at 5:30 p.m. in the meeting room of the Brockville Public Library.

### Present:

Chuck Quick, Trustee  
Luanne Rayvals, Vice-Chair  
Cameron Wales, Councillor  
Margaret Wicklum, Chair  
Laura Julien, Acting CEO  
Linda Chadwick, Consultant

### Via Zoom:

Lindsay Pennell, Trustee  
Matt Wren, Mayor

### Regrets:

Katherine Hobbs, Councillor  
Jane Fullarton, Councillor

1. Call to order
2. Land Acknowledgement
3. Approval of Agenda

Moved by Chuck Quick, seconded by Cameron Wales to approve the agenda as amended (add item #6 c: Board Vacancies.) Carried. (motion # 038 - 2025)

4. Declaration of Conflict of Interest

No conflicts were declared.

## 5. In-Camera Session

Moved in camera at 5:38 pm. Moved by Cameron Wales and seconded by Luanne Rayvals to move “in-camera for matters related to an identifiable individual and the safety and security of the library property”. Carried. (Motion #039-2025)

Moved out of camera at 6:02 p.m. Moved by Cameron Wales and seconded by Chuck Quick to rise and that all motions adopted in camera be adopted. Carried. (motion #040 - 2025)

## 6. Consent Agenda

Moved by Chuck Quick and seconded by Lindsay Pennell to approve the consent agenda. Carried. (Motion #041 – 2025)

### a. Board Minutes

Moved by Cameron Wales and seconded by Chuck Quick to approve the minutes of the June 23, 2025 board meeting. Carried. (Motion #042 – 2025)

## 7. Budget Updates

Moved by Luanne Rayvals and seconded by Cameron Wales to continue the consultancy of Linda Chadwick through the completion of the 2024 audit process. Carried. (Motion # 043 – 2025)

## 8. Board Development

Moved by Cameron Wales and seconded by Chuck Quick to notify the City Clerk regarding the two vacancies on the board. Carried. (Motion #044 – 2025)

## 9. Meeting Evaluation

Feedback was that it was a “great meeting”.

## 10. Next Meeting

The next meeting will be at 5:30 p.m. on Monday August 25, 2025 in the meeting room of Brockville Public Library. Agenda items to include revisions to Board By-Laws and Governance Policy: First draft.

## 11. Adjournment.

Moved by Cameron Wales that the meeting be adjourned at 6:45 p.m. Carried.