



Brockville Public Library

Brockville Library Board Meeting Minutes 25 August 2025

The meeting was called to order at 5:36 p.m. in the meeting room of the Brockville Public Library.

Present:

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

Via Zoom:

Lindsay Pennell, Trustee

Regrets:

Cameron Wales, Councillor
Katherine Hobbs, Councillor
Matt Wren, Mayor

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

Moved by Jane Fullarton, seconded by Chuck Quick to approve the agenda as amended (move 6 c 1 to 7 a and renumber below) Carried. (motion # 045 - 2025)

4. Declaration of Conflict of Interest

No conflicts were declared.

5. In-Camera Session

Moved in camera at 5:41 pm. Moved by Jane Fullarton and seconded by Lindsay Pennell to move "in-camera for matters related to an identifiable individual and the safety and security of the library property". Carried. (Motion #046-2025)

Moved out of camera at 6:49 p.m. Moved by Jane Fullarton and seconded by Chuck Quick to rise without report. Carried.

(motion #047 - 2025)

6. Consent Agenda

Moved by Chuck Quick and seconded by Lindsay Pennell to approve the consent agenda and received information. Carried. (Motion #048 – 2025)

- a. Board Minutes
- b. July/April 2025 in-camera minutes approval
- c. Library report
 - i. Statistics
 - ii. CEO report

7. Financial Report

- a. The board was provided with a financial report by Linda Chadwick and Laura Julien.
- b. Budget: Work on the 2026 budget is underway. It was agreed that we will convene a meeting of the Finance Committee soon.
- c. Audit updates
- d. Revisions to Board Bylaws: the Board Bylaw revisions were reviewed.
- e. Personnel (in-camera)

Moved in camera at 8:00 p.m. by Jane Fullarton and seconded by Margaret Wicklum to move “in-camera for matters related to an identifiable individual”. Carried. (Motion #049-2025)

Moved out of camera at 8:16 p.m. Moved by Chuck Quick and seconded by Lindsay Pennell to rise and that all motions adopted in camera be adopted. Carried (Motion #050-2025)

8. Board Development

9. Meeting Evaluation

It was agreed to develop a “Survey Monkey” form for meeting evaluations.

10. Next Meeting

The next meeting will be at 5:30 p.m. on Monday September 22, 2025 in the meeting room of Brockville Public Library.

11. Adjournment.

Moved by Jane Fullarton that the meeting be adjourned at 8:19 p.m. Carried.