



Brockville Public Library

Brockville Library Board Meeting Minutes 24 November 2025

The meeting was called to order at 5:31 p.m. in the meeting room of the Brockville Public Library.

Present:

Jane Fullarton, Councillor
Lindsay Pennell, Trustee
Luanne Rayvals, Vice-Chair
Cameron Wales, Councillor
Margaret Wicklum, Chair
Laura Julien, Acting CEO
Linda Chadwick, Consultant

Via Zoom:

Chuck Quick, Trustee
Lindsay Armstrong, HR Manager, City of Brockville

Guests: (*Board members appointed as of December 1, 2025*):

Adam Brescacin
Ida Duc
Linda Gandy
Jomol Joseph

Regrets:

Katherine Hobbs, Councillor
Matt Wren, Mayor

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

Moved by Jane Fullarton and seconded by Lindsay Pennell to approve the agenda, which was".
Carried. (motion # 070-2025)

4. Declaration of Conflict of Interest

No conflicts were declared.

5. Welcome and Introduction to Incoming Board Members

The chair gave a warm welcome to our four new incoming board members. They have been appointed as of December first, 2025. Introductions were given around the table. After the introductions, the incoming members were given a tour of the facility and a binder as part of the orientation process.

6. In-Camera Session

Moved in camera at 5:44 pm. Moved by Lindsay Pennell and seconded by Cameron Wales to move "in-camera for matters related to an identifiable individual". Carried. (Motion #071-2025)

Moved by Cameron Wales and seconded by Jane Fullarton at 6:35 p.m. to move out of camera and adopt all motions adopted in camera. Carried. (Motion #072-2025)

7. Consent Agenda

Moved by Jane Fullarton and seconded by Luanne Rayvals to accept the Consent Agenda. Carried. (Motion #073-2025)

8. For Discussion

- a. Agenda for the December 15th, 2025 meeting
 - i. Final 2022 Audit
- b. Audit and budgets
 - i. Audit Updates

Work continues on the audits

- ii. 2026 budget

This item was deferred

- iii. 2027 budget

This item was deferred

- iv. Financial statement for October 2025

Moved by Jane Fullarton and seconded by Cameron Wales to accept the financial statement for the year to date October 2025. Carried. (Motion #074-2025)

- c. Personnel Committee Update

Cameron Wales, the Personnel Committee Chair updated all present that we are looking forward to a new interim CEO.

9. Acknowledgements

Jane Fullarton was presented with flowers and a card and she was warmly appreciated for her contributions to the Brockville Library Board of Directors. This will be her last meeting as her appointment ends today. A card and flowers were also in place to acknowledge Katherine Hobbs and her valued contributions to the board. These will be given to her later as she was

unable to attend the meeting. This is also the last day of her appointment to the BPL Board of Directors.

10. Meeting Evaluation

Please fill out the Survey Monkey form for this meeting.

11. Next Meeting

The next meeting of the Brockville Public Library Board of Directors will be on Monday December 15th at 5:30 p.m. in the Meeting Room of the Brockville Public Library.

12. Adjournment.

Moved by Cameron Wales that the meeting be adjourned at 6:52 p.m. Carried.