



# Brockville Public Library

## **Brockville Library Board Meeting Minutes 2 February, 2026**

The meeting was called to order at 5:37 p.m. in the meeting room of the Brockville Public Library.

### **Present:**

Adam Brescacin, Trustee  
Ida Duc, Trustee  
Luanne Rayvals, Vice-Chair  
Cameron Wales, Councillor  
Margaret Wicklum, Chair  
Christine Row, Interim CEO

### **Via Zoom:**

Linda Gandy, Trustee  
Jomol Joseph, Trustee  
Chuck Quick, Trustee

### **Guests:**

Lindsay Armstrong, HR Manager City of Brockville

### **Regrets:**

Lindsay Pennell, Trustee

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

### **Motion # 01-2026**

Moved by: Cameron Wales  
Seconded by: Adam Brescacin

THAT the Board Public Library Board (BPLB) approve the agenda as presented/as amended with the addition of moving the CEO report to Item B under Item 7.

**CARRIED**

4. Declaration of Conflict of Interest  
Nil.

5. Closed Session

**Motion #02-2026**

Moved by: Cameron Wales

Seconded by: Adam Brescacin

THAT BPLB move into a closed session at 5:44 p.m. to discuss matters related to an identifiable individual.

**CARRIED**

**Closed Meeting Matter**

**Motion #03-2026**

Moved by: Ida Duc

Seconded by Cameron Wales

THAT Closed Meeting adjourn and the Open Session resume at 6:36 p.m.

**Motion #04-2026**

Moved by: Ida Duc

Seconded by: Cameron Wales

THAT BPLB approve the in-camera minutes from December 15, 2025 and to move out of camera and to adopt all motions adopted in closed session.

**CARRIED**

6. Consent Agenda

- a) December 15, 2025 Board minutes
- b) Acceptance of information from City of Brockville re: end of term for appointments of Katherine Hobbs and Jane Fullarton
- c) Resignation of Lindsay Pennell, Board Member

**Motion #05-2026**

Moved by: Linda Gandy

Seconded by: Adam Brescacin

THAT BPLB approve the consent items as presented.

**CARRIED**

7. For Discussion/Decision

- a) Agenda for February, 2026 Board
  - 1. Update from Lindsay Armstrong
  - 2. CEO Board Workplan for 2026
  - 3. MOU with the City and BPL
  - 4. Policy approval plan for BPL Board: Board Bylaw Review
  - 5. Election of Board Treasurer
- b) CEO report
  - 1. We had a discussion with the CEO about a couple of operational items
  - 2. Initial discussions are happening re: the Friends of the Library
- c) Finance Updates and reports
  - i. Audit updates
    - a. 2023 is started and being worked on.
  - ii. Statement of Operations 2025 as of December 31, 2025

**Motion #06-2026**

Moved by: Luanne Rayvals

Seconded by: Chuck Quick

THAT BPLB approve the Statement of Operations 2025 as of December 31.

**CARRIED**

- d) Personnel
  - i. Personnel updates

The Board was updated on the financial and administrative service agreement currently in place to support the Library during the transition to reinstating an in-house administrative position.

- e) Sculpture

Discussion

We had a general discussion. The CEO will come back with a staff report for the next meeting.

- f) Policy Review – Governance -5A Financial Control/Oversight
  - 1. All present reviewed the policy.

8. Meeting Evaluation

Members to complete the online evaluation form.

9. Next Meeting

The next meeting of the Brockville Public Library Board will be on Monday February 23, 2026 at 5:30 p.m. in the Meeting Room of the Brockville Public Library.

10. Adjournment

**Motion #07-2026**

Moved by: Linda Gandy

THAT the meeting be adjourned at 7:36 p.m.

**CARRIED**