Brockville Public Library

Brockville Library Board Meeting Minutes September 28, 2026

The meeting was called to order at 5:32 p.m. in the meeting room of the Brockville Public Library.

Present:
Adam Brescacin, Trustee
Ida Duc, Trustee
Linda Gandy, Trustee
Jomol Joseph, Treasurer
Chuck Quick, Trustee
Luanne Rayvals, Vice-Chair
Margaret Wicklum, Chair
Christine Row, Interim CEO

Present on Zoom:
Cameron Wales, Councillor

1. Call to order

2. Land Acknowledgement

3. Approval of Agenda

Motion # 057-2026
Moved by: Chuck Quick
Seconded by: Linda Gandy

THAT the Board Public Library Board (BPLB) approve the agenda as amended.

CARRIED

4. Declaration of Conflict of Interest
Nil.

5. Delegations
Nil.

6. Closed Session

Motion #058-2026
Moved by: Adam Brescacin
Seconded by: Jomol Joseph

THAT pursuant to *Public Libraries Act*, 1990 c. P. 44 Section 16.1 (4), the Brockville Public Library Board move into a closed session at 5:36 p.m. to discuss:

personal matters about an identifiable individual; specifically, HR update

CARRIED

Closed Meeting Matter

Motion #059-2026

Moved by: Linda Gandy
Seconded by: Ida Duc

THAT the Closed Meeting adjourn and the Open Session resume at 5:48 p.m.

CARRIED

Report of the Closed Session

THAT the Board met in Closed Session to review matters about an identifiable individual; specifically, HR update and provided direction to staff. The Board has accepted the 2027 Reorganization Plan timeline as presented.

7. Consent Agenda

a) July 27, 2026 Board Minutes
    a. Correction to the minutes: Chuck Quick and Jomol Joseph were not present and should be listed under "regrets".
b) Correspondence-MFIPPA Changes in 2027
c) CEO report, July Statistics, MNP 2024 Audit Service Plan

Motion #060-2026

Moved by: Luanne Rayvals
Seconded by: Adam Brescacin

THAT the Brockville Public Library Board approve the consent items as amended.

CARRIED

8. For Discussion/Decision

a) CEO/Board Work Plan 2026

The Board received the CEO/Board Work Plan 2026 as presented.

b) Finance Updates and Reports

i. 2027 Financial Plan verbal update

Jomol Joseph (Treasurer) and Christine Row attended the recent City Council meeting. They will submit a variance report as per the Council's request.

ii. Statement of Operations - July 31, 2026 and August 31, 2026

Our Treasurer presented the Statements of Operations for July and August 2026.

iii. InvestorLine: Treasurer access- verbal update

The Treasurer reported that she has not yet been able to get added as a signatory to our bank account due to the bank's process.

iv. InvestorLine Payment to the City of Brockville

Motion #061-2026
Moved by: Cameron Wales
Seconded by: Jomol Joseph

THAT the Brockville Public Library Board approves the transfer of $110,000 to the City, from the Library's BMO InvestorLine account 225-71509 to the Corporation of the City of Brockville.

CARRIED

v. Bookkeeper contract

We received this information as an update.

c) Policy Review/Board Training - (Draft summary)
Board reviewed and updated Board Legacy documents. Christine will share documents with the City's Clerks Department.

d) Board Succession

It was noted that in order to reapply/apply to be on the Brockville Public Library Board of Directors, then you must make your application through the City of Brockville website.

e) Agenda for October 19, 2026 Board meeting

9. Meeting Evaluation

Members to complete the online evaluation form.

10. Next Meeting

The next meeting of the Brockville Public Library Board will be on Monday, October 19, 2026 at 5:30 p.m. in the Meeting Room of the Brockville Public Library.

11. Adjournment

Motion #062-2026

Moved by: Ida Duc

THAT the meeting be adjourned at 7:28 p.m.

CARRIED