

ORILLIA PUBLIC LIBRARY BOARD

MINUTES of December 17, 2025 MEETING

A regular meeting of the Board was held in the Library commencing at 4:00 p.m.

PRESENT - BOARD Deborah Watson, Chair; Mike Stahls, Vice-Chair; Catherine Allman;
Ryan McVeigh; John Bard, Helen Mallon, Wanda Minnings

STAFF Meagan Wilkinson, Chief Executive Officer
Melissa Robertson, Director of Corporate & Operational Services
Kelli Absalom, Director of Information Services
Alexandra Gilston, Director of Children's & Youth Services
Janis Holohan, Recorder

VIA ZOOM Meghan Edwards; Don McIsaac, Elaine Bremer, Whitney Smith

ABSENT None

CONVENING OF THE MEETING – D. Watson welcomed those in attendance and via Zoom.

Land Acknowledgement Statement – D. Watson read the Library Board's statement.

Call to Order - D. Watson called the meeting to order.

Approval of the Agenda

Motion #2025:94

Moved by M. Stahls, seconded by J. Bard that the Orillia Public Library Board approves the Agenda of December 17, 2025 meeting.

CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

Highlights:

M. Wilkinson discussed the details regarding the unexpected library closure on December 5, 2025, after bear spray was used in the main floor bathroom. She also highlighted the progress of the November Donation Drive and associated revenue for the Mezzanine Artful Makeover.

A. Gilston highlighted November's Dinosaur Celebration, where J. Ward dressed in an inflatable dinosaur costume, bringing joy throughout the Library.

M. Robertson reported that the facilities department will need to install a new battery for the Universal Power System, which may require a building closure. The specific date is yet to be determined.


K. Absalom highlighted the recent addition of PressReader to our digital resources for 2026.

Motion #2025:95

Moved by H. Mallon, seconded by W. Minnings that the Consent Agenda highlight by M. Wilkinson of December 17, 2025 be amended as follows:

“M. Wilkinson reported that an amendment to the budget had been submitted. However, at the November 17th council meeting, an amendment to the amendment was approved as per the attached motion. Next steps include a letter to the Mayor and Council.”

CARRIED



The Corporation of the
City of Orillia

Special Meeting of Council

Date: 17 Nov 2025

Moved by: _____

Seconded by: _____

THAT, further to Clause 3 of Report Number 2025-3 of Budget Committee, now before Council, be adopted with the exception that the paragraph following be added;

AND THAT in the event the Orillia Public Library receives payment under the bequest considered by Council at its meeting on November 17, 2025, the amount of the bequest up to \$64,000 shall be applied as an offset to, and deducted from, the City's 2026 funding allocation.

(as amended)

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES – deferred to the January meeting.

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Monthly statements for November 2025 were presented for Board review and discussion.

Motion #2025:96

Moved by C. Allman, seconded by J. Bard that the Orillia Public Library receives the November 2025 financial statements as presented.

CARRIED

2026 Budget – Option 1 will be used to accommodate the budget deficit of \$64,000. Option 1 includes using a portion of the bequest/reserves while decreasing allocations in other service areas. This option will have service disruptions impacting Sunday hours, library collection growth, service levels, programming, and relief staff. Interruptions to service levels, operating hours, unexpected closures, and bus pass sales may occur.

Motion #2025:97

Moved by J. Bard, seconded by M. Stahls that the Orillia Public Library Board approve the recommended budget adjustments to the 2026 budget to accommodate the budget deficit of \$64,000, using option # 1.

CARRIED

Motion #2025:98

Moved by M. Stahls, seconded by C. Allman that the Orillia Public Library Board receives the Fundraising Committee report as presented; AND THAT the Orillia Public Library Board authorizes the Fundraising Committee Chair to approve the appointment of non-Board members to the Fundraising Committee.

CARRIED

NEW BUSINESS

Bill C-15 - Members of the Library Board will sign and send letters to Members of Parliament regarding the amendments to the Canada Post Corporation Act in Bill C-15, which could negatively impact access to Interlibrary Loan (ILLO) programs.

Motion #2025:99

Moved by R. McVeigh, seconded by M. Stahls that the Orillia Public Library Board sign and send a letter to the relevant MPs in response to Bill C-15.

CARRIED

ANNOUNCEMENTS

MW's Holidays December 25, 2025 – January 5, 2026 – Kelli Absalom to be Deputy CEO

Board Evaluations – Due by the end of week.

Ontario Library Association OLA – January 28 – 31, 2026. Please advise if interested in attending.

In Camera Session – P. Hillier Proposal

Motion #2025:100

Moved by C. Allman, seconded by J. Bard that the Orillia Public Library Board enter an in-camera session at 5:07p.m.

CARRIED

Motion #2025:103

Moved by M. Stahls, seconded by C. Allman that the Orillia Public Library Board leave an in-camera session at 5:30p.m.

CARRIED

Motion #2025:101

Moved by R. McVeigh, seconded by J. Bard that the Orillia Public Library Board approves the Draft Secondment Agreement of the Human Services Coordinator as presented.

CARRIED

Motion #2025:102

Moved by R. McVeigh, seconded by C. Allman that the Orillia Public Library Board approves the recommended plan for the investment and capital project use of the B. Brett Estate funds; and that the Orillia Public Library Board authorizes the Finance Committee Chair to approve investment opportunities available through BMO Nesbitt Burns.

CARRIED

Adjournment at 5:35pm

Motion #2025:104

Moved by M. Stahls, seconded by R. McVeigh that the Orillia Public Library Board approves the Adjournment of the December 17, 2025 meeting at 5:35p.m.

CARRIED

BOARD CHAIR

CHIEF EXECUTIVE OFFICER