

ORILLIA PUBLIC LIBRARY BOARD

MINUTES of February 18, 2026 MEETING

A regular meeting of the Board was held in the Library commencing at 4:01 p.m.

PRESENT - BOARD - Catherine Allman, Vice-Chair; Deborah Watson; John Bard, Don McIsaac, Helen Mallon

STAFF Meagan Wilkinson, Chief Executive Officer
Alexandra Gilston, Director of Children’s & Youth Services
Amy Lambertson, Co-ordinator of Circulation Services
Janis Holohan, Recorder

VIA ZOOM Mike Stahls, Chair; Meghan Edwards; Ryan McVeigh; Wanda Minnings; Elaine Bremer; Whitney Smith

ABSENT - None

Motion #2026:11

Moved by D. Watson, seconded by J. Bard that the Orillia Public Library Board approve the election of Mike Stahls for the position of board chair for 2026 and Catherine Allman for the position of Vice-Chair for 2026.

CARRIED

CONVENING OF THE MEETING – C. Allman welcomed those in attendance and via Zoom.

Land Acknowledgement Statement – C. Allman read the Library Board’s statement.

Call to Order – C. Allman called the meeting to order.

Approval of the Agenda

Motion #2026:12

Moved by H. Mallon, seconded by J. Bard that the Orillia Public Library approves the Agenda of the February 18, 2026 meeting.

CARRIED

Disclosure of Pecuniary Interest and General Nature Thereof – None

CONSENT AGENDA

Highlights:

M. Wilkinson informed the board that the bequest funds were moved to Guaranteed Investments Certificates. A Gilston highlighted January’s Teen Exam Cram program that supported over two hundred youth.

M. Wilkinson reported on behalf of M. Robertson that the new Human Services Coordinator had started, and the Universal Power System battery replacement was successful.

M. Wilkinson reported on behalf of K. Absalom that Royal Ontario Museum passes are available for loan and conversations with the Toronto Zoo are still in progress.

Motion #2026:13

Moved by D. McIsaac, seconded by C. Allman that the Consent Agenda of the February 18, 2026 meeting be adopted.

CARRIED

DISCUSSION AGENDA

BUSINESS ARISING FROM THE MINUTES

Digital Strategy Plan – The Board received and approved the 2026–2030 Digital Strategy Plan.

Motion #2026:14

Moved by J. Bard, seconded by D. Watson that the Orillia Public Library Board approve the Digital Strategy Plan as presented.

CARRIED

REPORTS OF BOARD COMMITTEES AND REPRESENTATIVES

Finance Committee – Monthly statements for January 2026 were presented for Board review and discussion. 2025 Year-End statements are targeted to be finalized within the next month.

Motion #2026:15

Moved by D. Watson, seconded by H. Mallon that the Orillia Public Library receive the January 2026 Financial Statements as presented.

CARRIED

10-Year Capital Plan Review – The Finance Committee presented the proposed 10-Year Capital Plan for 2026.

Fundraising Committee Report – M. Wilkinson, on behalf of M. Robertson, provided a verbal report regarding the benefits of a contract fundraising position.

Motion #2026:16

Moved by D. McIsaac, seconded by J. Bard that the Orillia Public Library Board authorize staff and the Fundraising Committee to investigate the feasibility of establishing a part-time contract Fundraising & Advocacy Coordinator position, contingent on securing external funding; and that staff be directed to develop a proposed scope of work, budget, and funding strategy for Board consideration.

CARRIED

NEW BUSINESS

Fees and Charges – A report outlining the fees and charges was presented for review and discussion.

Motion #2026:17

Moved by D. McIsaac, seconded by D. Watson that the Orillia Public Library Board receive the Library Fees and Charges Schedule for 2026 as presented.

CARRIED

2024 Annual Survey Results – The results were presented to the board from the 2024 statistical analysis released by the Ministry of Tourism, Culture, and Gaming reflecting changes in the public library sector. The library is well-positioned within the Orillia community and shows an upward trend from 2023 in foot traffic, collection transactions, and program participation.

Motion #2026:18

Moved by D. Watson, seconded by J. Bard that the Orillia Public Library Board receive the 2024 Annual Survey Results as presented.

CARRIED

Federation of Ontario Public Library (FOPL) and The Ontario Library Association Pre-Budget Submission to the Province – The board received the submission report as information.

ANNOUNCEMENTS

March Break: March 16 – 20, 2026

Adjournment at 4:57pm

Motion #2026:19

Moved by D. Watson, seconded by J. Bard that the Orillia Public Library Board approve the adjournment of the February 18, 2026 meeting.

CARRIED

BOARD CHAIR

CHIEF EXECUTIVE OFFICER