



Library Board Meeting

MINUTES

June 12, 2025 at 6:30 p.m.

Conducted in-person at WSPL, 2 Park Drive, Stouffville, ON.

Present: Sandra Liaros, Margaret Wallace – CEO, Carol Hughes, Rocco Priore, Dina Simon, Councillor Hugo Kroon
Regrets: Nadine Williams, Colin Whitebread, Councillor Maurice Smith, David Parmer
Staff: Marcia Friginette, Kate Scheiers, Jennifer Onlock, RM Pucci

1. CALL TO ORDER:

The Chair welcomed Board Members and called the meeting to order at 6:27 p.m.

The Board Chair welcomed the auditor from KPMG to the meeting.

The Board Chair also welcomed staff Maeve Badger, Coordinator of Events & Fundraising, and Babin Sakthithasan, Coordinator of Marketing & Communications, for a presentation on Strategic Plan Engagement.

LAND ACKNOWLEDGEMENT:

Board member, Carol Hughes, recited the formal Land Acknowledgement which recognizes that the work of the Library and its community partners takes place on traditional Indigenous territories.

2. INTRODUCTION OF ADDENDUM ITEMS

There were no additions to the agenda.

3. ADOPTION OF AGENDA

MOTION - #025-035

Moved by Councillor Hugo Kroon, seconded by Carol Hughes
THAT the Library Board adopt the amended Agenda of June 12, 2025.

CARRIED.

4. ERRORS & OMISSIONS:

There were no matters arising from the Minutes of the previous Board meeting.

MOTION - #025-036

Moved by Rocco Priore, seconded by Dina Simon
THAT the May 1, 2025, Minutes of the regular Board Meeting be accepted.

CARRIED.

5. PRESENTATIONS

5.1 KPMG – Review of 2024 Audit Report

Sandra Liaros welcomed Nav Litt from KPMG to review SL's 2024 Audit Report. She explained that there was nothing to report: there were no unusual entries, no issues noted with capital assets, grants and donations were confirmed easily with no unusual findings, and cash balances were confirmed with financial institutions. Accounting policies and practices during 2024 were followed appropriately, and there was nothing unusual or unfavourable to report. Sandra Liaros thanked Ms. Litt for the presentation.

5.2 Strategic Plan Engagement

Maeve Badger and Babin Sakthithasan provided the Board with a presentation outlining all the public, staff, and stakeholder engagement that has taken place for the new Strategic Plan. Consultant Dina Barazza has received all feedback and will be compiling the results for the Strategic Plan committee to review. Sandra Liaros thanked staff for all their hard work on this special project.

6. COUNCIL CONNECTS:

Councillor Hugo Kroon noted that next week's Council meeting (June 18th) is the last Council meeting before the summer break and will be starting early at 10:00 a.m. due to the volume of reports. Dina Simon thanked Councillor Kroon and CEO Margaret Wallace for their support and encouragement during her presentation with Colin Whitebread on signage.

7. COMMITTEE REPORTS:

7.1 Fundraising Sub-Committee – May 27, 2025 Meeting Notes

MOTION - #025-037

Moved by Councillor Hugo Kroon, seconded by Carol Hughes
THAT the Library Board approve the notes of the May 27, 2025 Fundraising Sub-Committee meeting. CARRIED.

7.2 Finance Sub-Committee – April 30, 2025 Meeting Minutes

MOTION - #025-038

Moved by Dina Simon, seconded by Rocco Priore
THAT the Library Board approve the minutes of the April 30, 2025 Finance Sub-Committee meeting. CARRIED.

8. NEW BUSINESS

8.1 2024 Audit – Motion to Approve

MOTION - #025-039

Moved by Rocco Priore, seconded by Carol Hughes
THAT the Stouffville Library 2024 Audit be approved. CARRIED.

8.2 CEO-009-25 Reserve Contributions and Balances

MOTION - #025-040

Moved by Councillor Hugo Kroon, seconded by Carol Hughes

THAT CEO-009-25 Reserve Contributions and Balances be received for information. CARRIED.

8.3 CEO-010-25 Stouffville Library Bookmobile

MOTION - #025-041

Moved by Carol Hughes, seconded by Dina Simon

THAT CEO-010-25 Stouffville Library Bookmobile be received for information. CARRIED.

MOTION - #025-042

Moved by Councillor Hugo Kroon, seconded by Rocco Priore

THAT the Whitchurch-Stouffville Public Library Board approve the development and implementation of a mobile library service ("bookmobile") utilizing a decommissioned mini-bus donated by York Region Transit;

AND THAT the Board support the use of existing staff resources for operations, with licensing requirements to be addressed through appropriate training or hiring;

AND THAT the CEO include bookmobile operating and collection costs in the 2026 budget planning process and pursue potential funding opportunities where possible. CARRIED.

8.4 2025 SL Operating Budget – Q1 Actuals vs Budget

MOTION - #025-043

Moved by Dina Simon, seconded by Carol Hughes

THAT the *2025 SL Operating Budget – Q1 Actuals vs Budget*, be received for information. CARRIED.

8.5 Policy Review – New Policy – LIB OP23 – Makerspace

MOTION - #025-044

Moved by Rocco Priore, seconded by Councillor Hugo Kroon

THAT Policy *LIB-OP23 Makerspace*, be approved. CARRIED.

8.6 Annual Report 2024

MOTION - #025-045

Moved by Carol Hughes, seconded by Rocco Priore

THAT the *Annual Report 2024*, be approved. CARRIED.

8.7 CEO-011-25 Stouffville Reads – Event Volunteers

MOTION - #025-046

Moved by Dina Simon, seconded by Councillor Hugo Kroon
THAT CEO-011-25 Stouffville Reads – Event Volunteers, be received for information. CARRIED.

9. **ROUND TABLE DISCUSSION**

There were no items to discuss.

10. **NEXT MEETING:** June 17, 2025, at 6:30 p.m.

11. **ADJOURNMENT**

MOTION - #025-047

Moved by Councillor Hugo Kroon, seconded by Carol Hughes
THAT the Library Board meeting be adjourned at 7:19 p.m. CARRIED.

Signed: _____
Sandra Liaros, Library Board Chair

Date: _____