DRAFT Agenda
Woodstock Public Library Board
October 13, 2026

Date: Tuesday, October 13, 2026
Time: 4:15 p.m.
Place: Board Room, 447 Hunter St.

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1. Call to Order

2. Indigenous Acknowledgement
The Library Board would like to acknowledge that we are meeting on traditional and ancestral land of the Haudenosaunee, Lanape, and Anishnaabek Peoples. We thank all generations of people who have taken care of this land and recognize and reflect upon their historic and present connection and contributions to this land and place.

3. Approval of the Agenda
Recommendation:
That the Board approves the Agenda as circulated (or following corrections or additions).

4. Declaration of Conflict of Interest

5. Minutes of the Meeting of September 8, 2026
Recommendation:
That the Board approves the Minutes of the meeting of September 8, 2026, as circulated (or following corrections).

6. Business Arising from the Minutes
None

7. Chairperson's Remarks

8. Delegations/Presentations
None

9. Board Education
None

10. Consideration of Correspondence

a) Friends of the Woodstock Public Library
Minutes of the Meeting of June 10, 2026
Recommendation:
That the Board receives the Minutes of the meeting of June 10, 2026, of the Friends of the Woodstock Public Library as information.

11. Administrative Reports

a) Monthly Report

i) Report of the Chief Executive Officer

ii) Report of the Director of Library Services/Deputy CEO

b) Statistics

i) Library Systems Activities for the month of September 30, 2026

c) Policy Review

None

12. Committee Reports

a) Ontario Library Service Trustee Assembly

Verbal Update

b) Health and Safety

None

13. Finance

a) Treasurer's Report (as provided by Treasury)

Recommendation:

That the DRAFT Statement of Revenues and Expenditures for the period ending September 30, 2026, and
the DRAFT Summary of Trust Account for the period ending September 30, 2026, and
the DRAFT Summary of the Jessie MacDougall Trust Fund for the period ending September 30, 2026, be received as information.

14. New Business

None

15. Notices of Motion

None

16. Attachments

a) New Woodstock library branch planned for $85M recreation complex; Woodstock Sentinel Review; September 9, 2026

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17. Committee of the Whole In-camera

Public Libraries Act, R.S.O. 1990, c. P.44 s. 16.1 (4)
A meeting or part of a meeting may be closed to the public if the subject matter being discussed is,

(a) the security of the property of the board;
(b) personal matters about an identifiable individual;
(c) a proposed or pending acquisition or disposition of land by the board;

(d) labour relations or employee negotiations
(e) litigation or potential litigation, including matters before administrative tribunals, affecting the board;
(f) advice that is subject to solicitor-client privilege, including communication necessary for that purpose;
(g) a matter in respect of which a board or committee of a board may hold a closed meeting under another Act. 2002, c. 17, Sched. C, s.24 (5).

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18. Next Meeting
Tuesday, January 12, 2027, 4:15 p.m.

19. Adjournment

VISION
Growing with our community, embracing the opportunities of tomorrow.

MISSION
Woodstock Public Library ignites curiosity and connects our community to a world of ideas, resources, and enriching experiences.

Woodstock Public Library Board

DRAFT Meeting Minutes
September 8, 2026

A regular meeting of the Woodstock Public Library Board was held on Tuesday, September 8, 2026, at 4:15 pm, in the Board Room at 447 Hunter St.

a) The following Board members were present:
Mary Anne Silverthorn, Chair
Ken Whiteford, Trustee
Councillor Kate Leatherbarrow
Councillor Deb Tait
Councillor Bernia Martin

b) The following Board members sent regrets:
Lynn Wareing, Vice Chair
Jordan Kent, Trustee

c) The following persons were also present:
Lindsay Harris, CEO
Megan Cook, Director of Library Services/Deputy CEO
Lori Peixoto, recorder

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1. Call to Order

The Chair called the meeting to order at 4:18 pm. M.A.Silverthorn officially welcomed M. Cook back to the Library.

2. Indigenous Acknowledgement

The Library Board would like to acknowledge that we are meeting on traditional and ancestral land of the Haudenosaunee, Lanape, and Anishnaabek Peoples. We thank all generations of people who have taken care of this land and recognize and reflect upon their historic and present connection and contributions to this land and place.

3. Approval of the Agenda

Motion 26-52

MOVED by K. Leatherbarrow and seconded by B. Martin to approve the Agenda.

Motion carried.

4. Declaration of Conflict of Interest

None.

5. Minutes of the Meeting of June 9, 2026

Motion 26-53

MOVED by K. Whiteford and seconded by K. Leatherbarrow to approve the Minutes of the meeting of June 9, 2026.

Motion carried.

6. Business Arising from the Minutes

a) 2022-2026 Library Board Legacy Document

The document was included in the Agenda package, and there were no questions or comments from the Board.

7. Chairperson's Remarks

None.

8. Delegations/Presentations

None.

9. Board Education

None.

10. Consideration of Correspondence

a) Friends of the Woodstock Public Library

i. Minutes of the Meeting of May 13, 2026

Motion 26-54

MOVED by K. Leatherbarrow and seconded by B. Martin that the Board receives the Minutes of the meeting of May 13, 2026, of the Friends of the Woodstock Public Library as information.

Motion carried.

11. Administrative Reports

a) Monthly Report

i. Report of the Chief Executive Officer

Discussion was had regarding the Library's inclusion to plans for the City's new recreational facility in the north-east.

L. Harris reported that there were over 11,000 participants in the Library's summer programs, and with the assistance of the summer students, the Library community enjoyed another very successful summer.

b) Statistics: Library Systems Activities for the period ending August 31, 2026

L. Harris provided an updated version of the statistics report since some numbers were reported on the day of the meeting.

c) Policy Review

All policies have been reviewed and updated by the Board for their term.

12. Committee Reports

a) Ontario Library Service Trustee Assembly

None.

b) Health and Safety

i. Minutes of the Meeting of April 9, 2026

ii. Minutes of the Meeting of June 29, 2026

Motion 26-55

MOVED by B. Martin and seconded by K. Whiteford that the Board approves the Minutes of the Joint Health and Safety Committee for April 9, 2026, and June 29, 2026.

Motion carried.

13. Finance

a) Treasurer's Report for the month ending July 31, 2026

b) Treasurer's Report for the month ending August 31, 2026

Motion 26-56

MOVED by K. Leatherbarrow and seconded by B. Martin
that the DRAFT Statement of Revenues and Expenditures for the month ending July 31, 2026, and the month ending August 31, 2026; and
the DRAFT Summary of Trust Account for the month ending July 31, 2026, and the month ending August 31, 2026; and
the DRAFT Summary of the Jessie MacDougall Trust Fund for the month ending July 31, 2026, and the month ending August 31, 2026, be received as information.

Motion carried.

L. Harris noted that the budget was at approximately 60% spent at the time of the meeting, and would not foresee going over by year-end. Clarification was provided on the Travel & Mileage and Staff Development budget lines. The amounts were corrected to the end of August, 2026.

c) Board Report – 2027 Draft Capital and Operating Budgets

L. Harris noted the Library was not asking for additions to base budget this year, and that increases were contractual.
Discussion was had regarding the City's new payroll system that the Library would eventually be brought into.

d) 2027 Draft Operating Budget

Motion 26-57

MOVED by B. Martin and seconded by K. Whiteford that the Board approves the proposed 2027 Draft Operating Budget as presented.

Motion carried.

14. New Business

a) Board Report – Fall Staff Development Day

L. Harris presented the idea of the Deputy CEO to provide a lighter day for staff.
M. Cook provided information on Kevin Sylvester, children's author and illustrator, who claims libraries saved his life. Mr. Sylvester will be a light-hearted presenter for the day. Later in the afternoon, the Library will celebrate with the annual staff appreciation event. Board members are invited to attend this portion of the day. Invitations will be forwarded after the day's agenda is finalized.

Motion 26-58

MOVED by K. Leatherbarrow and seconded by D. Tait that the Woodstock Public Library close on Friday, December 4, 2026, for staff development and the annual staff appreciation event.

Motion carried.

b) Board Report – Library Branch Design North Woodstock Recreation Complex

L. Harris provided background information on how the Library arrived to being included in the new northeast recreation complex. In August, the City approached the Library CEO about being included in the plans. The item was included on the agenda for City Council, and so the Board voted, virtually, in favour of the addition. Council passed the motion to include the Library in the complex plans. The motion to approve has been included in the Minutes for the record.

M.A. Silverthorn thanked all members of the Board for their quick action to the voting request.

Motion 26-59

MOVED by J. Kent and seconded by K. Whiteford that the Woodstock Public Library Board endorses the inclusion of a branch library in the design of the North Woodstock Recreation Complex. Further, the Library Board strongly asks the City of Woodstock to include a minimum of two Library Staff members to be involved in the design, planning, and construction of the branch.

Motion carried.

15. Notices of Motion

None.

16. Attachments

a) Interview with a City Councillor; Heart FM; August 31, 2026

b) CAO Report, North Woodstock Recreation Complex; City Council Agenda; September 3, 2026

17. Committee of the Whole In-camera

Personal matters about an identifiable individual, and
Labour relations or employee negotiations.

Motion 26-60

MOVED by B. Martin and seconded by K. Leatherbarrow that the Board moves into Committee of the Whole In-camera at 5:16 pm for personal matters and labour relations or employee negotiations.

Motion carried.

M. Cook, L. Harris, and L. Peixoto exited the meeting at 5:16 pm.

Motion 26-61

MOVED by K. Whiteford and seconded by K. Leatherbarrow that the Board moves out of Committee of the Whole In-camera at 5:37 pm.

Motion carried.

Motion 26-62

MOVED by K. Leatherbarrow and seconded by B. Martin that the Board approves the Agenda for the Meeting of the Committee of the Whole In-camera.

Motion carried.

Motion 26-63

MOVED by K. Whiteford and seconded by K. Leatherbarrow that the Board approves the Minutes of the Committee of the Whole In-camera for June 9, 2026.

Motion carried.

Motion 26-64

MOVED by B. Martin and seconded by K. Leatherbarrow that the Board receives the verbal report from the Chair, as information.

Motion carried.

18. Next Meeting

Tuesday, October 13, 2026, 4:15 pm. This will be the final regular meeting of the Board. The Library Board still holds office until November or December, until the official announcement of the new Board is made and ratified by City Council. Therefore, there will be no meeting of the Board in November.
L. Harris notes that the meeting in December will be reserved for orientation of the new Board, and their first official meeting will be in January, 2027.

19. Adjournment

M.A. Silverthorn declared the meeting adjourned at 5:40 pm.

Vision

Growing with our community, embracing the opportunities of tomorrow.

Mission

Woodstock Public Library ignites curiosity and connects our community to a world of ideas, resources, and enriching experiences.

Minutes
Friends of the Woodstock Public Library
June 10, 2026

Present:	Matthew Lloyd, Chair	Sylvia Weiser-Sutherland
	Rick Cole, Vice-Chair	Laura Schneider
	Marion Baker, Secretary	Diana St. Clair
	Karen Leslie	Sarah Snow
	Andie Lennox	Jonathan Rutherford
	Kathie Richards	

Also present: Lindsay Harris, CEO, Woodstock Public Library

Regrets: Susan Hamilton, Lee Mathers, Irene Miller, Taziah Fiose-Booker, Gerry Wormald

In the absence of Chair Matthew Lloyd, Vice-chair Rick Cole calls the meeting to order at 5:00 p.m. and welcomes members to the meeting
being held in a room in the West Wing of Oxford Gardens prior to the visit of author Heather Marshall at 7:00 p.m. also at Oxford
Gardens Retirement Home.

Additions and/or changes to the Agenda:
No additions or changes.

Approval of the Agenda:
Moved by: Kathie Richards
Seconded by: Andie Lennox

That the Agenda for June 10, 2026 be approved. Carried.

Approval of Minutes:
Moved by: Andie Lennox
Seconded by: Karen Leslie

That the Minutes of the May 12, 2026, be approved. Carried.

Updates and Reports:
Financial Report:
Matthew Llloyd arrives at the meeting assumes the duties of Chair and provides a financial update in the absence of Treasurer Gerry Wormald. Cheques have been written to cover the cost of author Heather Marshall's visit as well as refreshments provided by Oxford Gardens.

Membership Update:
Secretary Marion reports that member Susan Hamilton has successfully undergone scheduled hip replacement surgery, is now healing, undergoing physio therapy and "gung-ho" to be working at the next book sale!!
Also on this day, member Taziah Fioze-Booker is receiving a Master's Degree from Western University.

Library Update:
Library Chief Executive Officer, Lindsay Harris, thanks Friends for financially supporting the cost of painting the Flex space and library patrons as well as staff are very pleased with the results and the colours chosen. There may also be a future request to update the children's space. Elevator repairs have been made and there are now issues with the building's air-conditioning.

Lindsay Harris also advises that Megan Cook, Director of Library Services/Deputy C.E.O. will be returning to the library in August following maternity leave due to the birth of her first child.

Lindsay Harris also asks if Friends would like to have a "Pop-Up Sale" on Saturday, June 20th during the children's Summer Reading Program using children's books not sold at the May book sale. Sarah Snow, a Book Sale Committee member agrees that we could probably manage to have a pop-up sale on June 20th and will look into organizing the suggested sale.

New and Ongoing Business:
Book Sale Committee Report

Sarah Snow reports that many books, almost all adult books, unsold in the previous sale, were donated by the library to patrons, making way for an impressive amount of all new and like-new books. Proceeds from the May sale were approximately $1,500, more than at a past sales, despite the attendance of fewer patrons and also due to increased prices and a "specially prices items" selection as well as the sale of book bags which happily sold without complaint. The number of new book bags was unknown at the time of the sale but cashiers reported that most of the bags were sold during the fill-a-bag hour. For this reason, it is proposed extending the fill-a-bag hour to two hours prior to closing and also due to the low volume of patrons during the last hour of the sale. The committee would like to repeat the survey and add a counter at the next sale to assess the number of people who attended the sale and the number of surveys responded to.

The sticker system failed due to stickers falling off of books almost immediately after being placed on the books and it is suggested a pricing gun be purchased to provide a permanent price and the books can be stamped with a number or date.

The patron survey prepared by member September Quierrez, showed that patrons learned of the May book sale via social media and the What's On Woodstock magazine. Also, the survey shows that approximately 72% of those who responded to the survey would appreciate paying via "Tap" and were willing to pay a small fee for this service.

Date of Next Meeting:
Wednesday, September 9, 2026 at 5:00 p.m.

Adjournment:
Chair Matthew moves that the meeting be adjourned.

The meeting is adjourned at 6:15 p.m.

Matthew Lloyd, Chair _____

Subject: **CEO Report**

Action: **For Information**

Prepared by: **Lindsay Harris**

Meeting of: **October 13, 2026**

Library Space

The Library management team and staff from the City of Woodstock facilities and asset management teams met in September to discuss capital priorities for the Library for 2027 through 2031 as part of the 2027 budgeting process. These discussions outlined work to the exterior of the building that will be undertaken over the next few years to ensure the Carnegie building remains in good repair. 2027 projects include some roofing, HVAC, and exterior stair considerations. These projects are subject to changes in timing and would be brought forward through the City's 2027 capital budget ask.

The management team also met with the architects for the North Woodstock Recreation Centre & Library in early October to discuss the needs of a branch library when designing the complex. The meeting was very positive, and we expect an updated design reflecting that discussion shortly.

Thanks to the Friends of the Library, we were able to paint the entire Children's section of the library in September and early October. This project has succeeded in creating a more welcoming and vibrant environment for children and families when visiting our space.

The Friends are also considering our request to begin refreshing the outdoor spaces at the Library, starting with the "rose garden" area. If approved, work would begin this fall to remove the current overgrown garden and then continue in the spring with the creation of a new perennial garden that will improve both sightlines in the space as well as the visual appeal of that portion of the Library.

Further into the future, pending grant and partnership funding, we are hoping to add an outdoor classroom to the lawn outside of the Library to promote the use of outdoor space both through library programming and organic use of the space by the community.

Community Connections and Partnerships

In September, the Library hosted an information night discussing the Boards and Committees of Council in partnership with the City Clerks department. This session covered the differences in roles and responsibilities of the different Boards and Committees and provided a brief snapshot of the roles by City and Library representatives for each of those groups. The session had good attendance and was recorded for the City's YouTube page. All parties are happy with the outcome of the event, and we have applied to present this example at the OLA SuperConference in January 2027 as part of a discussion on the topic of strengthening ties with municipal staff for the benefit of all parties – and the community at large.

Ontario Public Library Week runs from October 18 through 24 this year. On October 24, the Library will host an open house with activities for families throughout the day. From 11:00-12:00 that day, the Friends of the Library and the CEO will be onsite to hand out refreshments to the community as part of our celebration of the Library and its positive impact in Woodstock. Formal invitations will be going out to the Board, City Council, City staff, community partners, and the community as a whole to attend this event.

Administrative Priorities

As the end of the current Board term approaches, our focus has turned to the new term of Council and Library Board. Through ongoing discussions with City staff, the Library will now be included in the onboarding of the new Council in late November/early December. Additionally, there will be a new mandatory training date for the incoming Library Board on what would be the regular date and time of our December meeting (December 8). This training will include time to review the Public Libraries Act, Strategic Plan, and a few other key items so the new Board can prepare for January and have time to determine who would like to be considered for Chair, and other positions on the Board. Board education pieces, including orientation to the departments/staff will continue to be incorporated into the monthly meetings thereafter.

The Library received notice to bargain from the union, in early October, as expected. City HR will continue to take the lead for this round of negotiations.

The original dates the Board was provided for the 2027 Library budget presentation to Council were, unfortunately, changed without notice to the Library over the summer months. The Library's management team had already committed to unchangeable events on the newly assigned date. Pending approval from the new Council, the Library presentation will be moved to earlier in the presentation cycle to ensure Council has the opportunity to ask questions about the budget. We will update the Board once that date has been set.

Subject: **Library Services Report for September 2026**

Action: **For Information**

Prepared by: **Megan Cook, Director of Library Services**

Meeting of: **October 13, 2026**

Library Space

McAskile-Bennett Pod – Since it launched in September 2025, the pod has been booked for a total of 1,093 hours with an average booking duration of 1 hour and 40 minutes. Almost all community members that book the pod show up with a 96% turnout rate. We have had 247 unique users and in total, 674 individual bookings since its launch.

Children's Department Refresh – The Friends of the Woodstock Public Library donated funds to paint our children's area on the first floor. This includes the flex space and the entire children's department. Feedback from staff and community members has been positive.

Outdoor Space – We are beginning to review options to enhance our outdoor space in the coming year to refresh garden areas and accommodate more programming opportunities.

Community Connections and Partnerships

Teen Volunteer Fair – On September 26, we hosted our second annual Teen Volunteer Fair. We had a total of 15 organizations participate and 75 people attend to learn about the many student volunteer opportunities in our community.

Oxford Reads – The Oxford Reads title this year is *How to Survive a Bear Attack: A Memoir*, by Canadian author, Claire Cameron. In September we hosted several programs in partnership with Oxford County Library, including a guided hike with Oxford County Trails Council, a wildlife photography program with Terry Parker, and an outdoor family program about forest animals led by the Upper Thames River Conservation Authority. In October we will host two more Oxford Reads programs including a nature

therapy program and a virtual discussion with Laura Darby, a bear attack survivor. On October 30 the final gala with Claire Cameron will take place at Woodstock Collegiate Institute.

Programs and Collections

Vikki VanSickle Book Launch – Woodstock author, Vikki VanSickle, launched her first adult fiction book, *The Mystic and the Missing Girl*, at our library. We were grateful to have Vikki back in her hometown for this special event which featured a conversation moderated by local author Emily De Angelis, followed by a reading from Vikki's book and questions from the audience. Vikki noted how happy she was to reunite with so many people from her past who have supported her throughout her career.

Annual Collection Review – Every September our Public Services Team and Technical Services Team review each of our collections noting new trends in material, budget changes, and updated cataloguing and processing details. We communicate this information to our main vendors, Whitehots and Library Bound Inc., to inform purchasing for the following year.

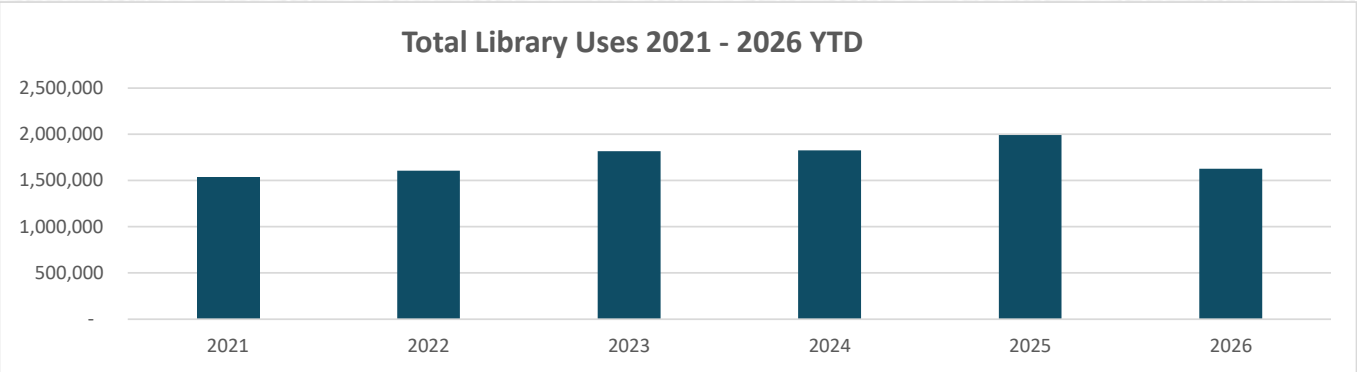
Children’s Express Collection – This month we started working on plans to create a Children’s Express Collection. An express collection is a special collection with new and/or high-demand books that patrons can borrow immediately.

Customer Service

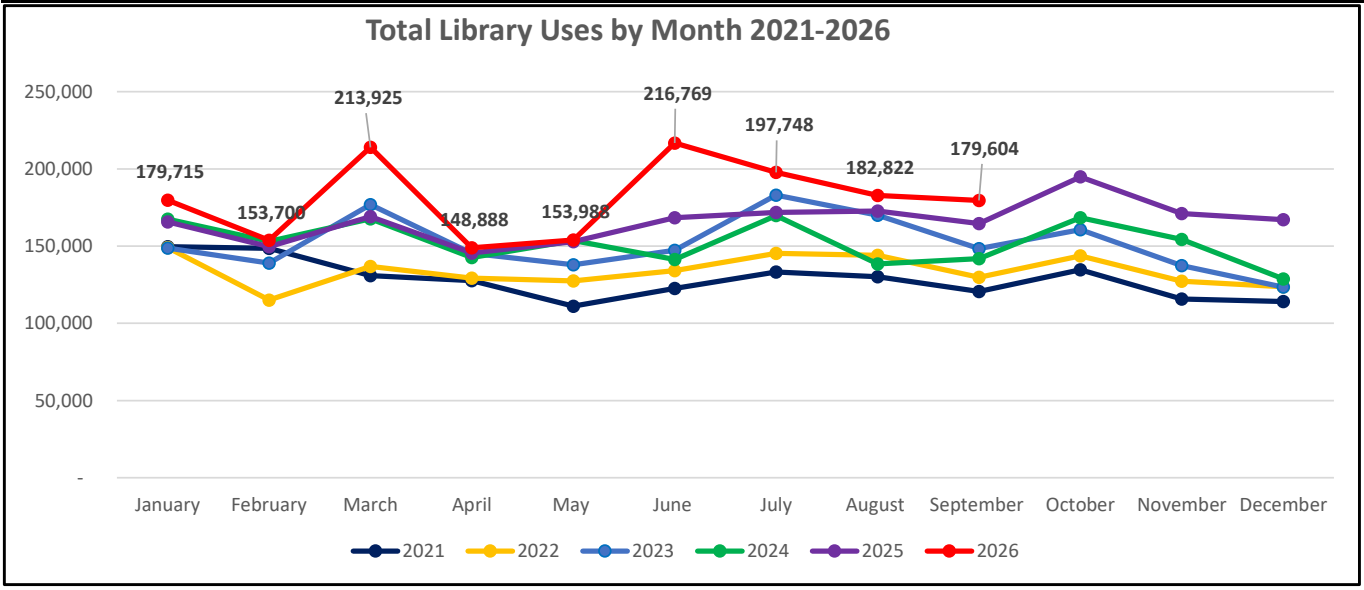
We continue to work on our Customer Service Commitment priorities. In the last year, our supervisors worked with their teams to create new procedures and update existing procedures in their departments to ensure consistent and efficient service. We also launched our digital Welcome Campaign. This campaign is a series of emails sent to new library registrants that highlight our services and programs. Our Customer Service Commitment aims to:

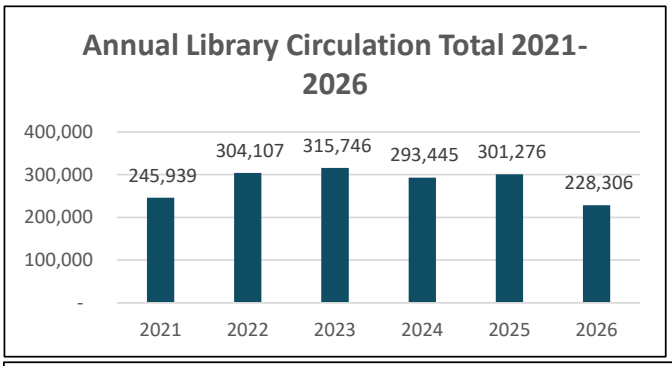
- Provide Courteous and Efficient Customer Service
- Foster Respectful Relationships
- Create a Community Space for All

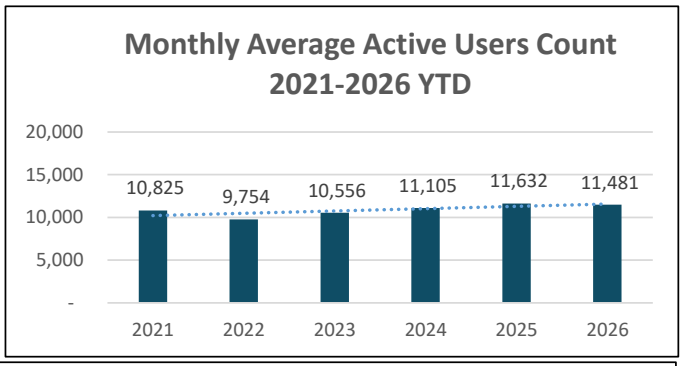
WOODSTOCK Public Library

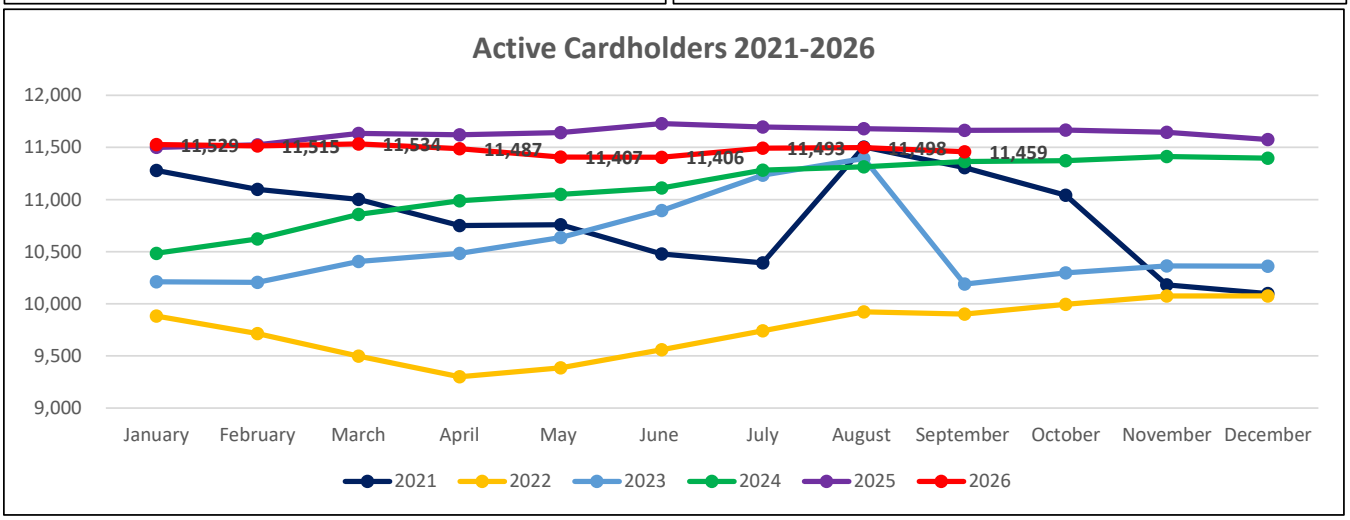


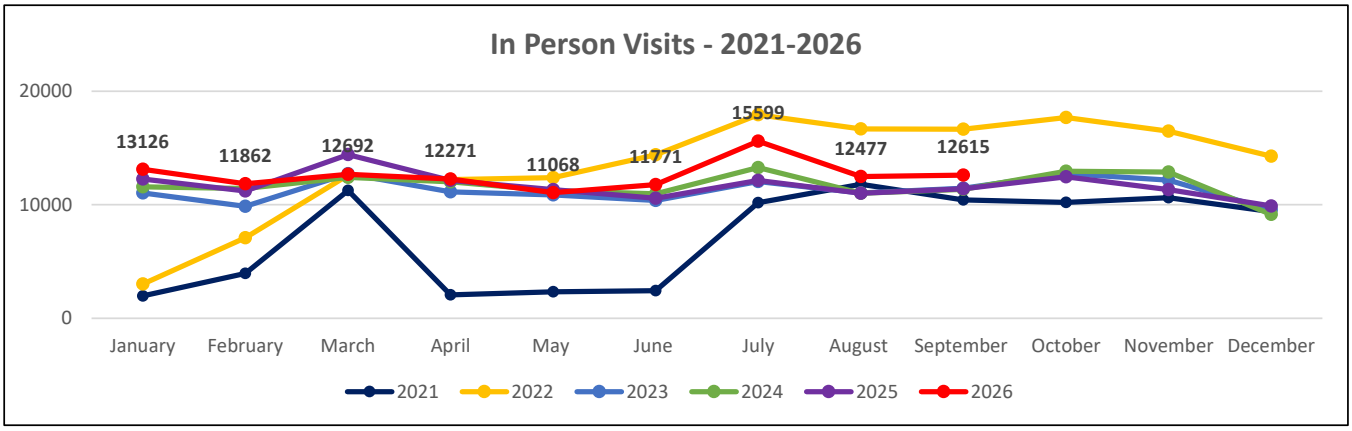
2026	Total Circulation	In Person Visits	Electronic Visits	Social Media Engagments	Program Attendence	Public Computer Use	WIFI Access	Database Searches	Total Library Uses
January	25,629	13,126	91,920	39,923	1,419	1,073	1,544	5,081	**179,715**
February	23,965	11,862	83,062	27,164	1,255	1,011	1,412	3,969	**153,700**
March	25,511	12,692	95,445	70,576	2,850	1,266	1,362	4,223	**213,925**
April	24,324	12,271	85,444	18,606	1,555	1,086	1,396	4,206	**148,888**
May	23,583	11,068	92,714	19,000	2,415	1,071	1,596	2,541	**153,988**
June	24,996	11,771	97,895	73,653	3,992	1,160	1,574	1,728	**216,769**
July	28,832	15,599	109,980	34,127	4,010	1,464	1,378	2,358	**197,748**
August	27,339	12,477	104,776	29,989	3,447	1,344	1,212	2,238	**182,822**
September	24,127	12,615	95,117	40,620	1,890	1,212	1,488	2,535	**179,604**
October									**-**
November									**-**
December									**-**
TOTAL	**228,306**	**113,481**	**856,353**	**353,658**	**22,833**	**10,687**	**12,962**	**28,879**	**1,627,159**

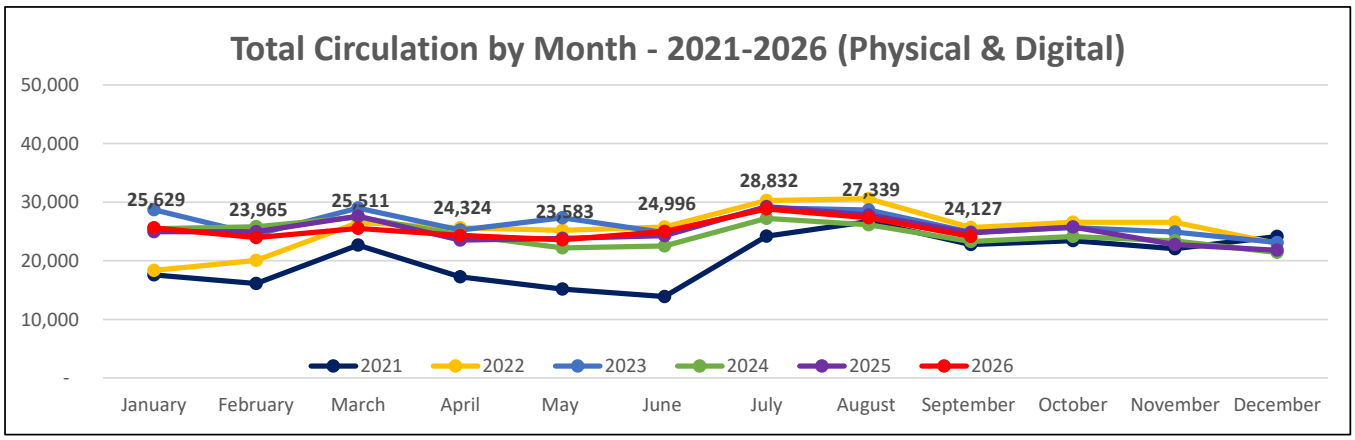



Annual Library Circulation Total 2021-2026
400,000
300,000
200,000
100,000
-
245,939
304,107
315,746
293,445
301,276
228,306
2021
2022
2023
2024
2025
2026


Monthly Average Active Users Count 2021-2026 YTD
20,000
15,000
10,000
5,000
-
10,825
9,754
10,556
11,105
11,632
11,481
2021
2022
2023
2024
2025
2026


Active Cardholders 2021-2026
12,000
11,500
11,000
10,500
10,000
9,500
9,000
11,529
11,515
11,534
11,487
11,407
11,406
11,493
11,498
11,459
January
February
March
April
May
June
July
August
September
October
November
December
2021
2022
2023
2024
2025
2026


In Person Visits - 2021-2026
20000
10000
0
13126
11862
12692
12271
11068
11771
15599
12477
12615
January
February
March
April
May
June
July
August
September
October
November
December
2021
2022
2023
2024
2025
2026


Total Circulation by Month - 2021-2026 (Physical & Digital)
50,000
40,000
30,000
20,000
10,000
-
25,629
23,965
25,511
24,324
23,583
24,996
28,832
27,339
24,127
January
February
March
April
May
June
July
August
September
October
November
December
2021
2022
2023
2024
2025
2026

SENTINEL-REVIEW

New Woodstock library branch planned for $85M recreation complex

The proposed branch would help address a growing space crunch as Woodstock's population continues to climb.

Heather Rivers Davey

Published Sep 09, 2026 • 2 minute read

Join the conversation



Shelves of books. (Getty Images)

Woodstock city councillors have approved a proposed new library branch to be included in the city's new recreation complex when it opens in the north end.

Council unanimously passed a motion Aug. 31 approving the new branch's inclusion in the design work for the North Woodstock Recreation Complex.

"We are doing the official schematic planning, so we have something on the shelf; so, we have more answers than questions," Woodstock chief administrative officer David Creery said in an interview. "So, a council if it wants to decide to move forward has something to move with.

"If a grant funding program becomes available, we have it ready to submit."

The complex will include a two-pad arena, an indoor aquatics centre, a gymnasium and a multipurpose space, Creery said.

The complex will be located at Cowan Fields on Devonshire Avenue and is slated to cost $85 million.

No date has yet been set for completion or partial completion of the project.

The fast-growing city is currently home to one library branch, housed in a 1909 building on Hunter Street in the downtown core.

"The inclusion of a library at the early stages of facility design is important architecturally to ensure that the space has appropriate exposure and connection to the common social spaces," Creery said in a report to council. "A library will also influence where the multi-purpose rooms and childcare space are placed in the facility."

In 2021, the Woodstock Public Library published a study that showed the city had a library space deficit of 8,000 square feet based on the population that year.

Statistics Canada's 2021 census counted 46,705 residents.

Creery estimates the city's population is now more than 50,000.

Lindsay Harris, chief executive officer of the Woodstock Public Library, said the city is now about "15,000 feet short of where we should be for today's population."

"We have been undersized for quite some time," she said. "Woodstock is growing very quickly; we are at that time where we are looking at a branch location instead of expanding the current location. It is probably better for the community; it gives people better access to library services."

The first phase of design work for the proposed complex is underway.

The cost of the new library is estimated at $12 million to $15 million, "depending on whether it is a stand-alone phase or part of a larger project," the report said.

The library will be funded in part through $3 million in development charges earmarked for the expansion, the report said.

Harris said she didn't know when the branch would open.

"It's a great vision for the future but there is a long road ahead," she said. "We intend to involve the community as much as we can — we're looking forward to a chance to grow with our community."

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