

# Woodstock Public Library Board

## Meeting Minutes April 8, 2025

A regular meeting of the Woodstock Public Library Board was held on Tuesday, April 8, 2025, at 4:15 pm, via ZOOM technology.

**a) The following Board members were present:**

Mary Anne Silverthorn, Chair  
Danielle Barry, Vice Chair  
Lynn Wareing, Trustee  
Ken Whiteford, Trustee  
Councillor Kate Leatherbarrow  
Councillor Deb Tait  
Councillor Bernia Martin

**b) 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**

M.A. Silverthorn called the meeting to order at 4:15 pm via ZOOM.

**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 25-25**

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

**Motion carried.**

**4. Declaration of Conflict of Interest**

None.

**5. Committee of the Whole In-camera**  
*Labour relations*

**Motion 25-26**

MOVED by D. Barry and seconded by L. Wareing that the Board moves into Committee of the Whole In-camera at 4:16 pm.

**Motion carried.**

**Motion 25-27**

MOVED by B. Martin and seconded by K. Leatherbarrow that the Board moves out of Committee of the Whole In-camera at 4:34 pm.

**Motion carried.**

**Motion 25-28**

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

**Motion carried.**

**Motion 25-29**

MOVED by K. Whiteford and seconded by L. Wareing that the Board approves the Minutes of the Committee of the Whole In-camera for March 11, 2025.

**Motion carried.**

In closed session, the Board received a verbal update on the negotiations process.

**6. Minutes of the Meeting of March 11, 2025**

**Motion 25-30**

MOVED by L. Wareing and seconded by B. Martin to approve the Minutes of the meeting of March 11, 2025.

**Motion carried.**

**7. Business Arising from the Minutes**

None.

**8. Chairperson's Remarks**

M.A. Silverthorn thanked members of the Board for their engagement during the negotiations process.

**9. Delegations/Presentations**

None.

**10. Board Education**

**a) Valuing Ontario Libraries Toolkit**

L. Harris presented the Library's values in toolkit (VOLT), and offered to share the document with any members of the Board who wished to have a copy.

**11. Consideration of Correspondence**

**a) Friends of the Woodstock Public Library**

Minutes of the meeting of January 8, 2025

**Motion 25-31**

MOVED by D. Tait and seconded by B. Martin that the Board receives the Minutes of the meeting of January 8, 2025, of the Friends of the Woodstock Public Library as information.

**Motion carried.**

**12. Administrative Reports**

**a) Monthly Report**

**i. Report of the Chief Executive Officer**

L. Harris referred to the detailed report before the Board.

There were no questions.

**ii. Report of the Director of Library Services/Deputy CEO**

M. Cook provided highlights of library programming during the month of March.

M.A. Silverthorn thanked Public Services staff, on behalf of the Board, for the excellent programming offered to the community.

**b) Statistics: Library Systems Activities for the month of March, 2025**

L. Harris provided details on statistics for the period ending of March 31, 2025, noting that the Library would be surpassing the most recent years' numbers.

There were no questions from the Board.

**c) Policy Review**

**i. Report – Programming & Outreach Policy and Collections Development Policy**

L. Harris provided details on the updated policies, noting that procedural language had been removed.

Questions were raised regarding some processes in the policies, and discussion was had. It was decided that the policies would be deferred until the CEO could take the time to compare other library systems policies on the same matters.

**ii. Programming and Outreach Policy**

Deferred.

**iii. Collections Development Policy**

Deferred.

**13. Committee Reports**

**a) Ontario Library Service Trustee Assembly**

None.

**b) Health and Safety**

**Motion 25-32**

MOVED by D. Tait and seconded by D. Barry that the Board approves the Minutes of the Joint Health and Safety Committee meeting of December 12, 2024.

**Motion carried.**

**14. Finance**

**a) Treasurer's Report**

**Motion 25-33**

MOVED by K. Whiteford and seconded by K. Leatherbarrow that the DRAFT Statement of Revenues and Expenditures for the period ending March 31, 2025, and the DRAFT Summary of Trust Account for the period ending March 31, 2025, and the DRAFT Summary of the Jessie MacDougall Trust Fund for the period ending March 31, 2025, be received as information.

**Motion carried.**

**15. New Business**

None.

**16. Notices of Motion**

None.

**17. Attachments**

None.

**18. Next Meeting**

Tuesday, May 13, 2025, 4:15 pm.

D. Barry and L. Wareing voiced their regrets for the next meeting of the Board.

**19. Adjournment**

MOVED by D. Barry that the meeting adjourn at 5:19 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.