

Woodstock Public Library Board

Meeting Minutes April 14, 2026

A regular meeting of the Woodstock Public Library Board was held on Tuesday, April 14, 2026, at 4:15 pm, in the Board Room at 447 Hunter St.

a) The following Board members were present:

Mary Anne Silverthorn, Chair
Jordan Kent, Trustee
Ken Whiteford, Trustee
Councillor Kate Leatherbarrow
Councillor Deb Tait
Councillor Bernia Martin

b) The following Board members sent regrets:

Lynn Wareing, Vice Chair

c) The following persons were also present:

Lindsay Harris, CEO
Matthew Barabash, Director of Library Services/Deputy CEO (Acting)
Lori Peixoto, recorder

1. Call to Order

The Chair called the meeting to order at 4:09 pm.

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

The Chair noted the addition of Staff Development Day Closure to the Agenda under New Business.

Motion 26-27

MOVED by K. Whiteford and seconded by J. Kent to approve the Agenda, as amended.

Motion carried.

4. Declaration of Conflict of Interest

None.

5. Minutes of the Meeting of March 10, 2026

Motion 26-28

MOVED by B. Martin and seconded by K. Whiteford to approve the Minutes of the meeting of March 10, 2026.

Motion carried.

6. Business Arising from the Minutes

None.

7. Chairperson's Remarks

None.

8. Delegations/Presentations

None.

9. Board Education

a) 2026 Federation of Ontario Public Libraries (FOPL) Advocacy Campaign Primer

L. Harris provided a verbal report on FOPL advocacy and information in the document that was included in the agenda package, noting that there was no action required of the Board.

10. Consideration of Correspondence

a) Friends of the Woodstock Public Library

i. Minutes of the Meeting of February 11, 2026

ii. Minutes of the Meeting of March 11, 2026

Motion 26-29

MOVED by B. Martin and seconded by D. Tait that the Board receives the Minutes of the meetings of February 11, 2026, and March 11, 2026, of the Friends of the Woodstock Public Library as information.

Motion carried.

M. Barabash provided details on the partnership with local business Soulful Spoon receiving donated materials to sell in their shop with proceeds being donated back to the Friends.

11. Administrative Reports

a) Monthly Report

i. Report of the Chief Executive Officer

L. Harris provided further details on the sprinkler work in the Library that caused the four-day closure in March. During that time, Facilities staff were able to do a deep clean of the building. Other staff took advantage of online training during the closure, and the Marketing Librarian was exceptional with engaging social media updates.

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

M. Barabash provided details on successful outreach programs, noting that recently, Public Services staff toured and liaised with other makerspace programmers in the region.

b) Statistics: Library Systems Activities for the Month of March, 2026

L. Harris noted the positive increase in numbers for the month of March, despite the Library being closed for four days during work on the sprinkler system. March Break programming attendance was as high as pre-pandemic numbers. The month, as a whole, proved the Library was heavily used by the community.

c) Policy Review

i. Report – Woodstock Public Library Board By-laws

ii. Woodstock Public Library Procedural By-laws – Notice of Proposed Amendments

Discussion was had regarding wording changes to sections of the By-laws. A full, revised version of the document would be brought back to the Board at the next regular meeting for further discussion.

12. Committee Reports

a) Ontario Library Service Trustee Assembly

None.

b) Health and Safety

Motion 26-30

MOVED by B. Martin and seconded by J. Kent that the Board approves the Minutes of the Joint Health and Safety Committee meeting of February 12, 2026.

Motion carried.

13. Finance

a) Treasurer's Report

There were no financial statements provided.

14. New Business

a) Spring Staff Development Day Closure

L. Harris requested approval of the Board to close the Library on May 22, 2026, for a full day of staff development. Ideas and plans for the day's itinerary were provided.

Motion 26-31

MOVED by K. Whiteford and seconded by D. Tait that the Woodstock Public Library close on Friday, May 22, 2026, for a staff development day.

Motion carried.

15. Notices of Motion

None.

16. Attachments

None.

M. Barabash exited the meeting at 4:42 pm.

- 17. Committee of the Whole In-camera**
Personal matters about an identifiable individual, and labour relations or employee negotiations.

Motion 26-32

MOVED by B. Martin and seconded by D. Tait that the Board moves into Committee of the Whole In-camera at 4:42 pm.

Motion carried.

Motion 26-33

MOVED by D. Tait and seconded by K. Whiteford that the Board moves out of Committee of the Whole In-camera at 4:52 pm.

Motion carried.

Motion 26-34

MOVED by J. Kent 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 26-35

MOVED by B. Martin and seconded by K. Whiteford that the Board approves the Minutes of the Committee of the Whole In-camera for January 13, 2026.

Motion carried.

In closed session, the Board was updated on a situation by the CEO.

- 18. Next Meeting**

Tuesday, May 12, 2026, 4:15 pm.

- 19. Adjournment**

M.A. Silverthorn declared the meeting adjourned at 4:55 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.