



**Minutes of Orangeville Public Library Board  
The Corporation of the Town of Orangeville**

**November 27, 2024, 5:00 p.m.**

Members Present: S. Marks  
Councillor J. Andrews  
P. LeBlanc  
B. Rea  
D. Waugh  
V. Speirs

Members Absent: Councillor T. Prendergast

Staff Present: D. Fraser, CEO  
J. Moule, Administrative Assistant  
C. Braan, Chief Financial Officer/Treasurer, Operations,  
Corporate Service  
R. Patel, Makerspace Specialist

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**1. Call to Order**

Chair S. Marks call the meeting to order at 5:04 p.m. The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

**Recommendation: 2024-029**

Moved by Councillor J. Andrews  
Seconded by B. Rea

That the agenda be amended to include a presentation by Raghav Patel, Makerspace Specialist.

**Carried Unanimously**

**2. Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

**3. Adoption of Minutes of Previous Meeting**

**Recommendation: 2024-030**

Moved by D. Waugh

Seconded by V. Speirs

That the minutes of the September 25, 2024 meeting be approved.

**Carried Unanimously**

**4. Presentations**

**4.1 Raghav Patel, Makerspace Specialist - Makerspace Update**

Raghav shared the concept design of the makerspace with board members. Next steps involve working with D+H Architects to create drawings and provide cost estimates.

**5. Information Items**

**Recommendation: 2024-031**

Moved by Councillor J. Andrews

Seconded by P. LeBlanc

That the information items be received.

**Carried Unanimously**

**5.1 CEO Report - November**

**5.2 2024-10-31 Library Operating Financial Report**

**6. Staff Reports**

**6.1 Report 24-13 Board Meeting Schedule 2025, 2026**

**Recommendation: 2024-032**

Moved by Councillor J. Andrews

Seconded by P. LeBlanc

That Report 24-13 Board Meeting Schedule 2025/2026 be received; and

That the Board approve the proposed 2025/2026 meeting schedule.

**Carried Unanimously**

## **6.2 Report 24-14 Policy Review - Volunteer and Security and Emergency**

**Recommendation: 2024-033**

Moved by V. Speirs

Seconded by Councillor J. Andrews

That the Report 24-14 Policy Review - Volunteer and Security and Emergency be received; and

That the Board approve the Volunteer Policy, as presented in Appendix A; and

That the Board approve the Security and Emergency Policy as presented in Appendix B; and

That the Board directs staff to report back at the February 26, 2025 meeting with a report that includes a timeline to address the training/procedure gaps for staff, identified from the CULC toolkit; and

That the Board directs staff to provide an annual review of the staff training plan and identified gaps.

**Carried Unanimously**

## **7. Correspondence**

None.

## **8. Announcements**

- Councillor J. Andrews spoke of the partnership between the EDI Committee and the Library. An allocation of \$10,000 has been earmarked to research, support and promote Library initiatives. A report is going to Council in the coming week and will be shared with board members once available.
- MPP Jones office has offered a meeting date on Friday November 29 at 1:00 p.m. Board members are encouraged to attend.
- CEO D. Fraser asked which board members will be attending the OLA Super Conference this year. P. Leblanc, V. Speirs and D. Waugh expressed their interest in attending.

**9. Date of Next Meeting**

The next meeting is scheduled for Wednesday February 26, 2025. 5:00 p.m.

**10. Election of Chair and Vice Chair**

**10.1 Call for nominations from the Board for the position of Chair.**

**Recommendation: 2024-034**

Moved by S. Marks

Seconded by Councillor J. Andrews

That P. LeBlanc be nominated as the Chair of the Orangeville Public Library Board commencing January 2025.

**Carried Unanimously**

**10.2 Call for nominations from the Board for the position of Vice Chair.**

**Recommendation: 2024-035**

Moved by B. Rea

Seconded by Councillor J. Andrews

That V. Speirs be nominated as the Vice Chair of the Orangeville Public Library Board commencing January 2025.

**Carried Unanimously**

**11. Adjournment**

The meeting adjourned at 7:08 p.m.

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Darla Fraser, CEO

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Sheri Marks, Board Chair