

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday June 22, 2026 – 6:30 p.m.
Lakeshore Boardroom and Teams**

In Attendance: Anne Smith, Rob Nicol, Councillor Jennifer Richardson, Councillor Robert Saunders, Sue Bennett, Rhonda Flanagan, Cynthia Gordon, Raj Grover

Staff in Attendance: Erin Scuccimarri, Jennifer Miyasaki, Kathryn Schoutsen, Emma Blackwood

Guests: Audrey Webb & Kathleen MacDonald, Town of Innisfil (Via Teams)
Gaeby Abrahams & Zoe Brown, Nordicity Group Limited

Regrets: None

1. CALL TO ORDER, WELCOME AND LAND ACKNOWLEDGEMENT

- The Board Chair called the meeting to order at 6:00 p.m.
- Rhonda Flanagan delivered the Land Acknowledgement Statement.

2. APPROVAL OF AGENDA

Motion #2026.32

Moved by: Jennifer Richardson
Seconded by: Raj Grover

THAT the agenda of the June 22, 2026 meeting be approved as presented.

CARRIED.

3. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

4. DELEGATIONS TO THE BOARD

- a) 2025 Unaudited Financial Statements – Audrey Webb, Treasurer & Kathleen MacDonald, Supervisor, Accounting and Budgets, Town of Innisfil
- Kathleen MacDonald and Audrey Webb joined the meeting via Zoom and shared a summary of the financial results for 2025.
 - Updated financial statements and summary will be shared out via email to the Board following the meeting.

CONSENT AGENDA

5. Approval of Previous Minutes

- No additions or changes

6. Correspondence

- 2 grammatical errors were noted in a piece of correspondence.

7. Reports for Information

- CEO Report
 - The CEO highlighted the Clandestinos' Mural and new art work on display at Lakeshore branch
 - Outreach events were also highlighted
- Municipal Council Report
 - No additions to reports
- Library Board Report
 - A roundtable of good news stories and events attended
- Board Committee Reports
 - The Finance Committee met on June 17; the 2027/2028 budget process was discussed as were some finance policies; more to share in the September meeting
- Health & Safety Update
 - Draft May meeting minutes were included in package
- Library Associations Report
 - Sue Bennett attended OLS Board Assembly Meeting and provided an overview of the event

Motion #2026.33

Moved by: Raj Grover
Seconded by: Rhonda Flanagan

THAT the consent agenda items 5a.01.01 to 7f.01.01, and the recommendations contained therein be approved as presented.

CARRIED.

AGENDA

8. STAFF AND COMMITTEE REPORTS

- a) LIB-11-2026 – Collection Overview and Usage for 2025

Motion #2026.34

Moved by: Rob Saunders
Seconded by: Jennifer Richardson

THAT the Staff report LIB-11-2026 –Collection Overview and Usage for 2025 be received for information

CARRIED.

9. BUSINESS ARISING

- a) 2025 Unaudited Draft Financial Statements

Motion #2026.35

Moved by: Sue Bennett
Seconded by: Rhonda Flanagan

THAT the 2025 Unaudited Draft Financial Statements be approved as presented.

CARRIED.

- b) 2025 Operating Variance

Motion #2026.36

Moved by: Cynthia Gordon
Seconded by: Raj Grover

THAT the 2025 operating surplus in the amount of \$45,374, representing the overall variance of \$59,802 less the \$14,428 in unspent donations previously transferred to the Donation Reserve as per Motion Number 2026.18, be moved to the Library's Computer Replacement Reserve.

CARRIED.

10. POLICY

- a) EMPLOYMENT – Cash Handling Policy #E-2026-14
- b) EMPLOYMENT – Disconnecting from Work Policy # E-2026-15
- c) EMPLOYMENT – Inclusion, Diversity, Equity & Accessibility Policy #E-2026-16
- d) EMPLOYMENT – Respectful Workplace, Harassment & Violence Prevention Policy #E-2026-17
- e) OPERATING & TECHNOLOGY - Collection Management Policy #2026-18

Motion #2026.37

Moved by: Rob Nicol
Seconded by: Sue Bennett

THAT the EMPLOYMENT – Cash Handling Policy #E-2026-14; the EMPLOYMENT – Disconnecting from Work Policy # E-2026-15; the EMPLOYMENT – Inclusion, Diversity, Equity & Accessibility Policy #E-2026-16; the EMPLOYMENT – Respectful Workplace, Harassment & Violence Prevention Policy #E-2026-17; and the OPERATING & TECHNOLOGY - Collection Management Policy #2026-18; be approved as presented.

CARRIED.

11. STRATEGIC ISSUES

There were no Strategic Issues to discuss this month.

12. NEW BUSINESS

No new business

13. COMMENTS AND ANNOUNCEMENTS

- a) Calendar of Events
 - Links for Library and Community events were shared in the agenda.
 - Lakeshore branch's newly renovated children's area is complete and open to the public

14. IN CAMERA

Consideration of a resolution to hold a "Closed Session" Committee of the Whole meeting as provided for under the *Municipal Act, 2001, S.O.2001, Chapter 25, Section 239 (3.1)*, the Public Libraries Act, R.S.O. 1990, c. P.44, and the Library Board's Procedural By-Law Policy# B-2023-03, Section 6.11.

Motion #2026.38

Moved by: Cynthia Gordon
Seconded by: Rob Saunders

THAT the Board holds a "Closed Session" Committee of the Whole meeting as provided for by the Municipal Act, 2001, S.O.2001, Chapter 25, Section 239 (3.1), the Public Libraries Act, R.S.O. 1990, c. P.44 and the Library Board's Procedural By-Law Policy# B-2023-03, Section 6.11, for the purposes of:

- a) Holding a Strategic Plan Overview & Consultation Workshop with Nordicity Group Limited.

CARRIED.

Motion #2026.39

Moved by: Rob Saunders
Seconded by: Cynthia Gordon

THAT the Board now rise and report on the "Closed Session" meeting of June 22, 2026, and resume the regular Board meeting.

CARRIED.

15. ADJOURNMENT

Motion #2026.40

Moved by: Rob Nicol

THAT the meeting be adjourned at 8:13 p.m.

CARRIED.

DATE OF THE NEXT MEETING

The next Library Board meeting will be held on
Monday, September 14, 2026 at 6:30 p.m.
Innisfil ideaLAB & Library – Lakeshore Branch – Boardroom



Anne Smith, Board Chair



Erin Scuccimarri, Secretary

