



# Lake of Bays Township Public Library Board

Connecting community and sparking ideas,  
lifelong learning and empowerment for all.

## Minutes - Tuesday May 19, 2026 by Zoom

Meeting Chaired by Cathy Vanclieaf

Minutes taken by Cathy Vanclieaf

Present: Councillor George Anderson, Pamela Calverley, Jon Linton, John Nemeth, Jennifer Pearson, Emma Platts-Boyle, Lori Riznek, Cathy Vanclieaf

Absent: Cathy Fairbairn, Rod McLean, Krista Wunsch

**CALL TO ORDER:** 6:30pm

**WELCOME:** New board members, Jon Linton and Emma Platts-Boyle were welcomed and introduced to other board members

**APPROVAL OF AGENDA:** Moved by John Nemeth, seconded by Jennifer Pearson

**CONFLICT OF INTEREST DECLARATION:** None

### CONSENT AGENDA

- **Minutes** - page 2 correct the spelling of Jon Linton's name from Litton to Linton
- **CEO's Report**
- *Policy Review OP- 05 removed by request for discussion at June meeting*

Motion to approve Minutes (with correction) and CEO's report section of the Consent Agenda made by George Anderson. Seconded by Lori Riznek

### FINANCIAL REPORT

- would like to see forecasted column added

Motion to approve Financial Report by Jon Linton seconded by Pam Calverley

### DECISION/DISCUSSION ITEMS

- **CEO Evaluation**
  - all board members and staff members to complete and return to Cathy Vanclieaf by May 27
- **Fundraising Committee Report**
  - will be putting "Experiences" project on hold for now; library volunteer who has marketing will assist when the project is restarted
  - donation of \$150 000 made in two sums of \$75 000; will be initiating a "matching" campaign with the assistance of volunteers to do project management
- **Board Assembly Update**
  - Board Assembly Representative Role: Represents library boards with populations of

- 2500-4999 at Ontario Library Service (OLS) Board Assembly meetings
- Board Assembly Meeting Information: Held twice a year via Zoom, 6pm-8pm, with the next meeting in November 2026.
- OLS Board Election: Elections for OLS Board members representing the 2500-4999 population will take place in May 2026.
- Workplace Policies: Two separate policies are required for workplace harassment and workplace violence.
- Policy Resources: New sample policies are available under HR 07 and HR 08.
- New Resources from OLS: A new guide on Library Board Succession Planning, Recruitment and Board Legacy is available, along with a blog post on board recruitment.
- **Values Word Cloud**
  - will keep the word 'safety' in the word cloud
- **Board Member Orientation Package**
  - should it include mandatory training that all new board members must take part in? (AODA; Planning as Good Governance; Good Governance Through the Lens of Public Libraries, etc.)
  - will confirm with Cathy F. and finalize for June meeting
- **Board Legacy Document**
  - update was begun when Succession Plan was created but needs to be completed
  - will do a further update with challenges/wishes for new board term during the June meeting
- **Dwight Farmers Market and Baysville Walkabout**
  - all board members to add their name to one of the time slots for these events
- **Stakeholders**
  - will discuss using another term
  - table of power-interest grid identified four quadrants various groups/individuals
  - will link to survey and layer with the strategic plan and create an action plan for engagement/communication at an upcoming meeting

## **NEW BUSINESS**

- Lori Riznek announced that she would be leaving the board following the June 2026 meeting as she will be moving out of Lake of Bays Township

## **BUSINESS ARISING**

- Krista to correct spelling of Jon's last name and submit to Cathy V. to be signed by and sent to Cathy F. for posting on website
- board members (excluding new members) to send completed CEO Evaluation forms to Cathy Vanclieaf by May 26, 2026
- all members to sign up for at least one time slot for the Farmers Market days and the Baysville Walkabout
- Cathy V. to confirm with Cathy F. re inclusion of mandatory items in Orientation package

## **MOTION TO ADJORN**

- Moved to adjournment by Jon Linton.

**Next Meeting: June 16, 2026 in Dwight/Zoom**

*Catherine Vanclieaf*  
June 17, 2026