

REGULAR BOARD MEETING
May 22, 2025
PUBLIC SESSION MEETING MINUTES

A regular meeting of the London Public Library Board was held on the above date at 5:30 p.m. in the Central Public Library Friends of the Library Boardroom with the following present:

From the Board: B. Allison (virtual), S. Desserud, Z. Hashmi, B. Gibson, H. Jack, J. McCall
Mayor J. Morgan (virtual), Councillor S. Trosow (virtual).

Absent: S. Collyer

From Management: C. Abraham, C. Ashby, M. Ciccone, N. Collister, L. Gaur, B. Holme, J. Macdonald, A. O'Sullivan, E. Sutter

Guests: J. Lewis (Jalna Branch Supervisor), T. Harriott (KPMG), K. DenBok (KPMG), C. Walker (LPL contracted staff)

Minutes Taken by: J. Hodgins

5:30pm - B. Gibson called the meeting to order

1. Introduction

- a. B. Gibson welcomed C. Walker, Fund Development and Special Projects (LPL contract staff). C. Walker introduced herself and shared her focus on fundraising for the Sherwood Branch and the Reading Garden renovations. M. Ciccone reported that the Rotary Club of London has agreed to fund the purchase of outdoor musical instruments for the Reading Garden.

5:32pm – H. Jack joined the meeting.

5:34pm - J. Morgan joined the meeting (virtual); C, Walker left the meeting.

2. Apologies

None

3. Disclosure of Interest

None

4. Changes to And Adoption of Agenda(s)

MOTION: To approve the agenda as presented.

MOVED by: S. Desserud

SECONDED by: J. McCall

CARRIED

5. Approval of Minutes

- a. April 24, 2025

MOTION: To approve the April 24, 2025 Public Session Meeting Minutes as presented.

MOVED by: S. Desserud

SECONDED by: S. Trosow

CARRIED

6. Business Arising From the Minutes

None

7. Consent Items

- a. Draft Agenda – June 19, 2025
- b. May 2025 Staff Activity and Community Impact Report

MOTION: To receive consent items as presented.

MOVED by: S. Desserud

SECONDED by: Z. Hashmi

CARRIED

8. Delegations and Presentations

- aJalna Branch Presentation

- i. J. Lewis, Branch Supervisor

J. Lewis left the meeting.

9. Reports from Committees, Members and Staff Requiring Board Action

- a. 2024 Audit
 - i. T. Harriott and K. DenBok (KPMG) presented audit highlights, reporting no concerns, corrections or adjustments were needed.

MOTION: To approve the 2024 Audited Financial Statements.

MOVED by: H. Jacks

SECONDED by: S. Desserud

CARRIED

- b. Financial Update through March 2025
 - i. L. Guar presented an financial update as of March 31, 2025

MOTION: To receive the Financial Update as presented.

MOVED by: Z. Hashmi

SECONDED by: H. Jacks

CARRIED

- c. 2025 Q1 Statistics
 - i. A. O'Sullivan presented 2025 Q1 statistics noting that program attendance and sessions are not included at this time due to issues with data collection. It

was also noted that the drop in in-person visits is due to the closure of Sherwood Branch for renovations.

MOTION: To receive the Q1 Statistics report as presented.

MOVED by: Z. Hashmi

SECONDED by: S. Desserud

CARRIED

d. Volunteer Program Policy Review

- i. M. Ciccone noted no significant changes to the policy.

MOTION: To approve the revisions to the Volunteer Program Policy.

MOVED by: J. McCall

SECONDED by: H. Jacks

CARRIED

e. Overdrive Loans and Holds

- i. A. O'Sullivan gave notice of and rationale for upcoming changes to the number of holds and loans patrons will be able to have. The depth and breadth of LPL collections will improve due to more purchasing diversification. These changes go into effect June 3, 2025 and will be shared publicly on the website.

f. Security System Upgrade Change of Vendor

- i. J. Macdonald presented the rationale for the change of vendor.

MOTION: To approve the change of vendor for the remainder of the upgrade of site security systems as recommended.

MOVED by: J. McCall

SECONDED by: H. Jacks

CARRIED

10. Updates from Other Boards and Commissions

a. Historic Sites Committee

- i. Z. Hashmi reported on projects which the committee is working on (Wonderland Gardens and Cricket Club) and requested on behalf of the committee for the appointment of W. Crouch as a member of the Historic Sites Committee.

MOTION: To approve the appointment of W. Crouch to the Historic Sites Committee.

MOVED by: B. Allison

SECONDED by: S. Desserud

CARRIED

b. Friends of LPL

- i. S. Desserud reported that the committee will be hosting a 'Speaking with Friends' event on May 24, 2025 featuring local author Jim Freedman.

c. Committees of the Board

- i. H. Jacks reported that both the Financial Oversight Committee and the Property and Facilities Oversight Committee had met in May and will

report more on their discussions during the Confidential Session of tonight's meeting.

11. Inquiries and other Business

- a. Branch Tours: Dates were confirmed, and invitations will be sent shortly.
- b. Reminder to Board Members to connect with IT for migration to Microsoft 365.

12. Adjournment to Confidential Session

- a. Whereas LPL matters of discussion fall under the Municipal Act s. 239.2 j,k, and Public Libraries Act s. 16.1.4 a, c, d, therefore be it resolved the board will meet in camera.

MOTION: To adjourn to the Confidential Session of the meeting.

MOVED by: Z. Hashmi

SECONDED by: S. Desserud

CARRIED at 6:14pm

7:50pm – meeting returned from confidential session

13. Meeting Adjournment

MOTION: To adjourn the meeting.

MOVED by: H. Jacks

SECONDED by: S. Desserud

CARRIED at 7:50pm.

Signature (Chair)

Signature (Secretary)