

London Public Library Board Meeting - Public Session Agenda

February 19, 2026 5:30pm - 7:30pm EST

Friends of LPL Boardroom

5:30pm

1. **Call to Order**
2. **Friends Cheque Presentation**
3. **Apologies**
4. **Disclosures of Interest**
5. **Changes to and Adoption of Agenda(s)**
6. **Approval of Minutes**
 - a. **January 19, 2026**
 [2026 01 22 LPL Board Meeting Public Session Minutes DRAFT.pdf](#)
7. **Business Arising from the Minutes**
8. **Report on Matters from Confidential Session**
9. **Consent Items**
 - a. **Draft Agenda - March 26,2026**
 [2026 03 26 London Public Library Board Meeting Public Session Agenda DRAFT.pdf](#)
 - b. **February 2026 Staff Activity and Community Impact Report**
 [2026 02 19 LPL Board Meeting - Staff Activity and Community Impact Report.pdf](#)
10. **Delegations and Presentations**
 - a. **Central Branch**

11. Reports from Committees, Members and Staff

a. Policy Review:

i. Delegations & Public Participation

 [2026 02 19 LPL Board Meeting - Policy Review - Delegations and Public Participation Policy.pdf](#)

b. 2026 Budget Approval

 [2026 02 19 LPL Board Meeting - 2026 Budget Approval.pdf](#)

c. 2025 Year End Statistics

 [2026 02 19 LPL Board Meeting - 2026 Statistics Report.pdf](#)

d. Requests for Reconsideration/Collection Challenges 2025

 [2026 02 19 LPL Board Meeting - Requests for Reconsideration of Library Materials Report.pdf](#)

12. Updates from Other Boards and Commissions

a. Friends of LPL

b. Historic Sites Committee

13. Inquiries and Other Business

14. Adjournment to Confidential Session

The Board will adjourn to a confidential session to discuss matters related to section 16.1 (d) of the Public Libraries Act:

(d) labour relations or employee negotiations.

15. Meeting Adjournment

END
7:30pm

REGULAR BOARD MEETING

January 22, 2026

PUBLIC SESSION MINUTES

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

From Management: M. Ciccone, A. Co-Dyre, E. Hobin, B. Holme, J. Macdonald, A. O'Sullivan, E. Sutter, C. Ashby

Guests: L. Manax-Skikos (Cherryhill Branch), D. Bordin (City of London) (virtual), J. Senese (City of London) (virtual), S. Krzeczunowicz (Hemson) (virtual)

Minutes Taken by: J. Hodgins

1. **Call to Order** at 5:31pm.
2. **Apologies/Regrets**
 - a. J. McCall, Councillor S. Trosow
3. **Disclosure of Interest**
 - a. None
4. **Changes to and Adoption of Agenda(s)**

MOTION: To approve the agenda as presented.
MOVED by: B. Gibson
SECONDED by: S. Desserud
CARRIED

5:33pm - Z. Hashmi joined the meeting.

5. **Report on Matters from Confidential Session – Dec. 4, 2025 (verbal)**

- a. H. Jack reported that in the Dec. 4, 2025 Confidential Session matters were discussed relating to Sections 16.1 (4)(c) and (d) of the Public Libraries Act:
 - (c) a proposed or pending acquisition or disposition of land by the board;
 - (d) labour relations or employee negotiations.

An item originally on the confidential session agenda was postponed to this board meeting's public session.

6. **Approval of Minutes**

- a. Dec. 4, 2025

MOTION: To approve the Dec. 4, 2025 Public Session Meeting Minutes as presented.

MOVED by: S. Desserud

SECONDED by: B. Gibson

CARRIED

7. Business Arising From the Minutes

- a. None

5:41pm - S. Collyer joined the meeting.

8. Consent Items

- a. Draft Public Session Agenda – Feb. 19, 2029
- b. January 2026 Staff Activity and Community Impact Report

MOTION: To receive consent items as presented.

MOVED by: S. Desserud

SECONDED by: B. Allison

CARRIED

5:44pm - J. Senese joined the meeting

9. Delegations and Presentations

- a. Cherryhill Branch Presentation – L. Manax-Skikos, Branch Supervisor

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

- a. Development Charge Background Study
 - i. M. Ciccone introduced S. Krzeczunowicz, D. Bordin, and J. Senese
 - ii. S. Krzeczunowicz presented the study.

MOTION: To approve the 2028 London Public Library Development Charges Background study as presented.

MOVED by: B. Allison

SECONDED by: B. Gibson

CARRIED

6:03pm - S. Krzeczunowicz, D. Bordin, and J. Senese left the meeting

- b. Policy Review
 - i. Elections Policy Review – presented by M.Ciccone

MOTION: To approve the Elections Policy as presented.

MOVED by: B. Gibson

SECONDED by: B. Allison

CARRIED

11. Updates from Other Boards and Commissions

a. Friends of LPL

- i. S. Desserud Reported that the Friends of London Public Library met on Jan. 6, 2026 and held their AGM on Jan. 14, 2026. The Speaking with Friends event in December was well attended. The Friends will attend the next Board meeting for a cheque presentation, and their next meeting will be Feb. 3, 2026.

12. Inquiries and other Business

- a. Reminder - State of the City Address, Wed. Jan. 28, 7:30am

13. Adjournment to Confidential Session

The Board will adjourn to a confidential session to discuss matters related to section 16.1 (4) (a), (b), (c) and (d) of the Public Libraries Act:

- (a) the security of the property of the board;
- (b) personal matters about an identifiable individual;
- (c) a proposed or pending acquisition or disposition of land by the board;
- (d) labour relations or employee negotiations.

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

MOVED by: B. Gibson

SECONDED by: B. Allison

CARRIED at 6:08pm

6:08pm - Mayor Morgan left the meeting.

7:36pm - The meeting returned from Confidential Session.

14. Meeting Adjournment

MOTION: To adjourn the meeting.

MOVED by: B. Gibson

SECONDED by: S. Desserud

CARRIED at 7:37pm

Signature (Chair)

Signature (Secretary)

London Public Library Board Meeting- Public Session
Wednesday, March 26, 2026 5:30pm
Friends of LPL Boardroom

AGENDA

1. Call to Order
2. Apologies
3. Disclosures of Interest
4. Changes to and Adoption of Agenda(s)
5. Approval of Minutes
6. Business Arising from the Minutes
7. Report on Matters from Confidential Session
8. Consent Items
 - a. Draft Agenda - April 2026 Board Meeting
 - b. April 2026 Staff Activity and Community Impact Report
9. Delegations and Presentations
 - a. Draft Facilities Master Plan
10. Reports from Committees, Members and Staff Requiring Board Action
 - a. Policy Review
 - i. Naming Policy
 - ii. Gift Acceptance Policy
 - iii. Equitable Access and the Library's Right of Refusal for Use and Rental of Meeting and Community Display Space Policy
 - b. CULC Study: Is it a Bird?
11. Updates from Other Boards and Commissions
12. Inquiries and Other Business
13. Adjournment to Confidential Session (if needed)
14. Meeting Adjournment

Staff Activity and Community Impact Report

February 19, 2026

EVENTS, PROGRAMS, AND SERVICES OF NOTE

Black History Month

For many years, London Public Library has proudly partnered with the London Black Heritage Council to create programming and partnership opportunities which highlight the rich heritage and fundamental contributions that the Black community has made in London.

Central Library Staff attended the Black History Month Opening Ceremony at Museum London on February 7 to promote library collections, services and programming that highlight Black voices and connect with community members.

The Library assists in the creation and distribution of the annual Black History Month events calendar, providing Londoners with information on Black history events throughout the month of February.

The Central Library will host two programs this month - The Family Celebration, in the Library Commons on February 14 and the Black History Month Closing Ceremony in the Wolf Performance Hall on February 28.

Family Literacy Day

On January 24 at the Central Library, staff joined 13 community partners to offer a celebration of family literacy to 400 attendees. Partners included *La Ribambelle*, *N'Amerind*, *London Children's Museum*, and *Investing in Children*, who organized activity stations focused on literacy themes.

Literacy bags were distributed to 100 families which included literacy-based activities and a family cookbook to align with the Make Mealttime Family Learning Time. Family Literacy Day is funded by the Friends of the London Public Library.

Financial Literacy Programming

In January and February, the Library held four online financial literacy programs in partnership with the Canada Revenue Agency. The workshops helped participants prepare to file their taxes by providing information about tax credits and benefits, and new initiatives like *SimpleFile*. The programs hosted 55 attendees, some of whom were filing their taxes for the first time in Canada.

Volunteer Fair

On January 17, the Central Library hosted its fourth Volunteer Fair, with 43 organizations participating. 630 attendees made connections to volunteer opportunities

in the community and volunteer groups discussed their opportunities with many potential volunteers.

Western International Global Cafe

On January 8, Library staff participated in the International Global Café held at Western University - a great place to meet people from around the world and learn about different cultures and experiences. 65 attendees were introduced to Library services and energized to learn more.

Western International Welcome Event for New Students and Families

Held at Western University, Library staff connected with 45 new international students and families to discuss the many services and programs offered by the Library. Staff issued Library cards and helped attendees set up eAccounts.

LPL NEWS

Jan. 27, 2026 - Celebrating Black History Month at the Library; <https://www.lpl.ca/news/celebrating-black-history-month-library>

Feb. 4, 2026 - Listen to Heated Rivalry Now!; <https://www.lpl.ca/news/listen-heated-rivalry-now>

Feb. 5, 2026 - Catalogue Account Changes; <https://www.lpl.ca/news/new-way-manage-your-library-account>

Feb. 9, 2026 - Partnership Expands Access to Period Products; <https://www.lpl.ca/news/partnership-expands-access-period-products>

IN THE MEDIA

Jan. 26, 2026 - Nature in the City series begins; <https://www.cbc.ca/listen/live-radio/1-158-london-morning/clip/16194199-nature-city-series-begins>

Jan. 30, 2026- XFM Q&A: In-residence writer wants to see your creative writing; <https://www.1069thex.com/2026/01/30/xfm-qa-in-residence-writer-wants-to-see-your-creative-writing/>

Feb. 01, 2026 - Take part in Black History month with these London events; <https://www.cbc.ca/news/canada/london/london-ontario-black-history-month-2026-9.7068554>

Feb. 05, 2026 - Haven't read Heated Rivalry yet? The library just expanded access to the audio books; <https://www.cbc.ca/news/canada/london/haven-t-read-heated-rivalry-yet-the-library-just-expanded-access-to-the-audio-books-9.7074322>

UPCOMING EVENTS AND PROGRAMS

Celebrating Stories of Home: An Art & Storytelling Workshop Series for Adults

Explore the meaning of home through art, memory, and storytelling. Guided by artists Amsa Yaro and Ani Sarian, participants will create a small 3D diorama reflecting their identity, culture, and personal history during two workshop sessions on February 21 and April 18. This community-based project encourages connection, self-expression, and the sharing of stories, both similar and different, especially among Newcomer communities. This project is supported by the London Arts Council through the City of London's Community Arts Investment Program EDI Micro Grants.

REPORT TO THE LIBRARY BOARD

FEBRUARY 19, 2026

SUBJECT: Policy Review: Delegations and Public Participation Policy

PURPOSE: For Approval

PREPARED BY: Executive Team

PRESENTED BY: Michael Ciccone - CEO

RECOMMENDATION

It is recommended that the Library Board approve the revisions to the *Delegations and Public Participation Policy* as part of its cyclical policy review process.

BACKGROUND

The purpose of the policy is to detail the formal process by which members of the public can provide feedback on the policies, services and practices of the London Public Library (Library) to the Library Board (Board).

Revisions are limited to minor changes to language and format.

NEXT STEPS

Upon approval, Administration will update the Library's *Delegations and Public Participation Policy* to incorporate revisions and post online. As part of the Board Policy Revision Cycle, review of this policy is scheduled in February of 2030 unless it is deemed necessary to review sooner.

CURRENT POLICY

PURPOSE:

This policy describes the formal process by which members of the public can provide feedback on the policies, services and practices of the London Public Library (Library) to the Library Board (Board).

SCOPE:

The policy covers:

- Delegations, in person or in writing, at Regular Meetings of the Board or at specially-organized Public Participation Meetings; and,
- Correspondence directed to the Board.

DEFINITIONS:

Correspondence: means any Correspondence in any form directed to the Board or to the CEO & Chief Librarian (CEO), as the Secretary-Treasurer of the Board, regarding matters of Board interest, or a written, oral or recorded brief presented at a Regular Meeting of the Board.

Delegation: means any member of the public making a presentation to the Board, either on the person's own behalf or as a representative of an organization or group.

Public Participation Meeting: means a publicly-advertised special meeting called by the Board to hear from the public on a specific issue.

Personal Information: means recorded information about an individual as defined under the [Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\) of Ontario](#).

Regular Meeting: the public session of the Regular Meeting of the Board as defined in the Board by-laws.

POLICY STATEMENT:

The Board recognizes the importance of having members of the public present their viewpoints on library matters and encourages public participation in its decision-making. The Board provides opportunities for members of the public to participate at Regular Meetings or Public Participation Meetings or to send Correspondence to the Board.

1. General Rules

- 1.1. Any member of the public may be a Delegation or send Correspondence, either on the person's own behalf or as a representative of an organization or group, to present information, a viewpoint or a concern regarding matters that are the responsibility of the Board.
- 1.2. A Delegation may be made at any Regular Meeting of the Board or at a Public Participation Meeting, in accordance with the by-laws of the Board.
- 1.3. Any member of the public with a disability may communicate in a manner coinciding with the disability. Accommodations will be made available upon request.
- 1.4. Information disclosed as part of the Delegation and/or Public Participation Meeting will be in accordance with *MFIPPA* and Library policy.
- 1.5. Depending on the nature of the concern, the Board may refer Delegations or Correspondence to the Library CEO for further review or a resolution.

2. Delegation Responsibilities for Presentations

- 2.1. When a Delegation (person) makes a presentation to the Board, the Delegation is also welcome, but not required, to provide a written submission. Conversely, written comments may also be sent without presenting to the Board.
- 2.2. Delegations are expected to act with respect and consideration for others. They are to follow the Library's *Charter of Library Use* and the procedures of the Board. The Board Chair will maintain proper order during the meeting, as necessary.
- 2.3. In accordance with *MFIPPA*, the Delegation understands that notes taken of any presentation and/or written/transcribed submission at the meeting, along with the Delegation's name, will become part of the public record and will be published as part of the agenda and/or minutes of the meeting. These documents will also be posted to the Library website where they are publicly available
- 2.4. Delegations may not provide Personal Information (including views or opinions) about an individual or an organization without prior permission from that individual or organization and shall advise the Board that permission has been given.
- 2.5. Personal Information about an individual or organization, received in Delegations, will not be published by the Board without written permission of the identified individual or organization, according to the requirements of *MFIPPA*.
- 2.6. Delegations may address the Board for a maximum of five minutes. The Board Chair, by a majority vote, may change the time limit given.

3. Board Responsibilities

- 3.1. The Board will provide its meeting agendas, reports and other documents in time to enable the public to participate. The Board will balance this deadline with other timelines in conducting its business.
- 3.2. The Board reserves the right to request additional information before granting Delegation status.
- 3.3. If issues or concerns are raised about a Library employee's performance (other than that of the CEO) as part of a Delegation, the Chair, in consultation with the Executive Committee of the Board, will direct the Delegation first to the CEO's office for resolution.
- 3.4. Should an issue or concern be raised about the CEO's performance as part of the Delegation, the Executive Committee of the Board will review the matter.
- 3.5. Board Members may ask questions of the Delegation in order to seek clarification or ask for additional information provided that the Board Member does not:
 - a. make any preamble to a question;
 - b. repeat any question previously asked; and/or,
 - c. debate with the Delegation.
- 3.6. Staff may also be asked to provide clarification or to confirm information.
- 3.7. If the number of Delegations exceeds what can reasonably be scheduled at any particular Regular Meeting, the Board Chair, in consultation with the Executive Committee of the Board, may move to:
 - a. defer a decision to a time at a Regular Meeting at which all the Delegations can be heard; or,
 - b. decide to hold a Public Participation Meeting, rather than hear from Delegations at a Regular Meeting.
- 3.8. Unscheduled Delegations at a Regular Meeting will require a majority vote of the Library Board in order to proceed.
- 3.9. After the Delegation(s) have been heard, the Board will move to take the appropriate action.

4. Correspondence

- 4.1. Correspondence related to Board matters may be sent to the London Public Library Board or the CEO, as the Secretary-Treasurer of the Board, regarding matters of Board interest.
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- 4.3. In order to be compliant with the *MFIPPA*, Personal Information about the author of the Correspondence will become part of the public record.
- 4.4. Personal Information about someone else who is not the author of the Correspondence will not be published by the Board without written

permission of the identified individual, according to the requirements of *MFIPPA*.

INQUIRIES:

CEO & Chief Librarian

REVISED POLICY

PURPOSE:

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3. Board Responsibilities

- 3.1. The Board will provide its meeting agendas, reports and other documents in time to enable the public to participate. The Board will balance this deadline with other timelines in conducting its business.
- 3.2. The Board reserves the right to request additional information before granting Delegation status.
- 3.3. If issues or concerns are raised about a Library employee's performance (other than that of the CEO) as part of a Delegation, the Chair, in consultation with the Executive Committee of the Board, will direct the Delegation first to the CEO's office for resolution.

- 3.4. Should an issue or concern be raised about the CEO's performance as part of the Delegation, the Executive Committee of the Board will review the matter.
- 3.5. Board Members may ask questions of the Delegation in order to seek clarification or ask for additional information provided that the Board Member does not:
 - a. make any preamble to a question;
 - b. repeat any question previously asked; and/or,
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- 3.7. If the number of Delegations exceeds what can reasonably be scheduled at any particular Regular Meeting, the Board Chair, in consultation with the Executive Committee of the Board, may move to:
 - a. defer a decision to a time at a Regular Meeting at which all the Delegations can be heard; or,
 - b. decide to hold a Public Participation Meeting, rather than hear from Delegations at a Regular Meeting.
- 3.8. Unscheduled Delegations at a Regular Meeting will require a majority vote of the Library Board in order to proceed.
- 3.9. After the Delegation(s) have been heard, the Board will move to take the appropriate action.

4. Correspondence

- 4.1. Correspondence related to Board matters may be sent to the London Public Library Board or the CEO, as the Secretary-Treasurer of the Board, regarding matters of Board interest.
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- 4.3. In order to be compliant with the *MFIPPA*, Personal Information about the author of the Correspondence will become part of the public record.
- 4.4. Personal Information about someone else who is not the author of the Correspondence will not be published by the Board without written permission of the identified individual, according to the requirements of *MFIPPA*.

INQUIRIES:

CEO & Chief Librarian

REPORT TO LIBRARY BOARD

FEBRUARY 19, 2026

SUBJECT: 2026 Operating Budget and Capital Plan
PURPOSE: For Approval
PREPARED BY: Executive Team
PRESENTED BY: Lakshay Gaur - Director, Financial and Facility Services
Michael Ciccone - CEO

RECOMMENDATION

It is recommended that the Library Board approve the 2026 Operating Budget and Capital Plan.

BACKGROUND

On November 26, 2025, London City Council approved the Annual 2025 Budget, which included no changes to the Library's operational appropriation for 2025. The Library's operating budget allocation from the City of London for 2025 is \$25,976,000. This does not include the return of \$200,000 to the City of London from the Library's Stabilization Reserve Fund to assist in the City's efforts to lower the 2026 tax levy, as approved by the Library Board on July 17, 2025.

The next step is for the Library Board to approve the 2025 Operating Budget and Capital Plan.

2025 OPERATING BUDGET

As shown in Appendix A, the proposed 2025 Operating Budget incorporates the following key assumptions:

Revenue

- Library-generated revenue in 2026 is projected to be appx \$1.3 million.
- The Provincial Grant revenue amount of \$598,829 has remained unchanged for close to three decades.
- The City of London allocation for 2026 increased 5.1% from 2025.
- We have proposed a contribution from our Stabilization Reserve Fund of \$200,000 - equal to the amount returned to the City of London from our Stabilization Reserve - to help mitigate revenue shortfalls. See RESERVE STRATEGY below.

Expenses

- A separate personnel budget update will be provided to the Board in-camera.
- In 2024, the Board approved use of trust funds over the 2024-27 budget cycle to support Collections if necessary. We did not use those funds in 2025 and plan to present to the Board a proposal to redistribute those funds to supplement digital collections purchasing over the next 5 years.
- We have increased the Collections budget by 11% to help meet the demand for digital collections and to continue efforts to replenish popular backlist print Children's material.
- We have increased the security budget by 14.5% to continue addressing issues at the Central Library and other branches.
- We have included an allocation to help maintain our instrument lending library and equipment in our Labs.
- We have included an allocation in our Personnel budget to reinstate Sunday Hours beginning October 2026
- Funds have been allocated to cover consultation costs for the completion of our Facilities Master Plan and 2027-30 Strategic Plan in 2026.

Reserve Strategy

Per the Library's *Reserve and Reserve Fund Policy*, the objective of the Stabilization Reserve is to "mitigate the impacts of unforeseen events, extraordinary expenditures or reductions in revenue."

Administration has incorporated a planned drawdown from the Stabilization Reserve to help offset the projected deficit of approximately \$200,000 in 2026 (see *Revenue* above). This one-time source of financing will help offset the revenue shortfalls and rising cost pressures while maintaining the Stabilization Reserve balance target of 2%-5% of the annual operating budget (appx, \$560,000 to \$1.4 million based on 2026 budget).

The Stabilization Reserve balance as of December 31, 2025 was approximately \$1.8 million.

2026 CAPITAL PLAN

As per the Council approved 2026 Capital Budget, \$2,623,000 has been allocated to the Library's Facilities Renewal Budget and \$508,000 to the IT Infrastructure Budget. Below are the major capital projects planned for 2026.

Facility Services

- East London HVAC replacement, to be completed by June/July 2026
- Skylight window replacement May/June 2026
- Awaiting completion of Facilities Master Plan for future planning

Information Technology

A number of key projects will be rolling out this year to upgrade core, and patron infrastructure.

Patron environment

- New Multi-Color 3D printer in the Central Labs
- Upgrade to meeting rooms at all branches, with new projectors or TVs to be installed
- Rollout of XIBO architecture to broadcast live events (e.g. The Olympics)
- Refresh of all Patron desktops

Core upgrades

- Upgrade of Chubb Security Card Swipe System to include all branches
- Extending the Office 365 platform into Teams and Sharepoint
- Continuing the swipe card access and centralized security system control implementation
- Continuing the automated announcement and PA systems role out to all branches
- Refresh of all staff desktops
- Replace core switches
- Increased network health and security monitoring and mapping to include cloud environments

NEXT STEPS

Administration will provide financial updates to the Board in May and September.

APPENDIX A: 2026 OPERATING BUDGET

2026 REVENUE

Description	2026 Projected	*2025 Actuals	Comments
Provincial Grant Revenue, et al	\$ 598,829	\$ 878,916	2025 Includes other grants
User Fees Total	\$ 309,319	\$ 214,479	Library merchandise sale is low, hardly any revenue from exam proctoring and innovative space labs. Expectation are for an increase in 2026.
Operating Revenue Total	\$ 149,769	\$ 225,771	Elections room booking boosted revenue in 2025.
Meeting Room Revenue Total	\$ 576,965	\$ 526,420	Wolf Bookings are increasing
Business Revenue Total	\$ 291,620	\$ 283,958	Rent
City of London Revenue Total	\$ 25,796,000	\$ 24,737,740	200,000 removed from allocation as agreed upon (see "Reserve Fund Drawdown").
Reserve Fund Drawdowns Total	\$ 200,000		2025: No drawdown expected 2026: 200,000 added back into budget to make whole city contribution.
TOTAL	\$ 27,922,503	\$ 26,867,282	

***Unaudited**

2026 EXPENSES

Description	2026 Budget	*2025 Actuals	Pct +/-	Comments
Personnel	\$ 17,988,384	\$ 17,132,822	5.0%	
Administrative	\$ 220,000	\$ 194,652	13.0%	
Misc	\$ 5,000	\$ 4,195	19.2%	
Advertising	\$ 95,000	\$ 92,432	2.8%	
Memberships	\$ 25,000	\$ 23,433	6.7%	
Human Resources	\$ 100,000	\$ 74,592	34.1%	Training needs are expanding
Purchased Services	\$ 1,067,000	\$ 998,315	6.9%	
Audit Expense	\$ 20,000	\$ 5,883	240.0%	Reversal Entry from 2024.
Bank Charges	\$ 52,000	\$ 50,992	2.0%	
Business Equipment	\$ 13,000	\$ 12,578	3.4%	
Insurance	\$ 360,000	\$ 336,947	6.8%	
Legal & Consulting	\$ 220,000	\$ 209,628	4.9%	
Postage Expenses	\$ 12,000	\$ 11,753	2.1%	
Stationery & Supplies	\$ 135,000	\$ 128,826	4.8%	
Grant Expenses	\$ 80,000	\$ 79,607	0.5%	
WPH Presents - Direct	\$ 175,000	\$ 162,101	8.0%	
Technology Services	\$ 1,251,408	\$ 1,311,449	-4.6%	
Hardware & Software	\$ 913,858	\$ 1,066,378	-14.3%	
Photocopiers	\$ 16,000	\$ 15,683	2.0%	
Printer - Toner	\$ 110,000	\$ 100,784	9.1%	
Phones	\$ 60,550	\$ 80,902	-25.2%	
Wi-Fi and Internet	\$ 151,000	\$ 47,702	216.6%	Change in recording of expense
Facilities	\$ 3,540,000	\$ 3,271,832	8.2%	
Rent	\$ 850,000	\$ 794,814	6.9%	
Repairs & Maintenance	\$ 1,790,000	\$ 1,626,783	10.0%	
Security	\$ 800,000	\$ 757,789	5.6%	
Vehicles	\$ 100,000	\$ 92,446	8.2%	
Utilities	\$ 800,000	\$ 698,651	14.5%	
Collections	\$ 2,875,711	\$ 2,616,486	9.9%	Increasing to meet needs of digital collection
Programs	\$ 60,000	\$ 85,123	-29.5%	
Self-Insurance Reserve Fund Contribution	\$ 120,000			
TOTAL	\$ 27,922,503	26,309,330		

***Unaudited**



REPORT TO THE LIBRARY BOARD

FEBRUARY 19, 2026

SUBJECT: 2025 Statistics Report

PURPOSE: For Receipt

PREPARED BY: Senior Team

PRESENTED BY: Michael Ciccone - CEO

RECOMMENDATION

It is recommended that the Library Board receive the 2025 Statistics Report.

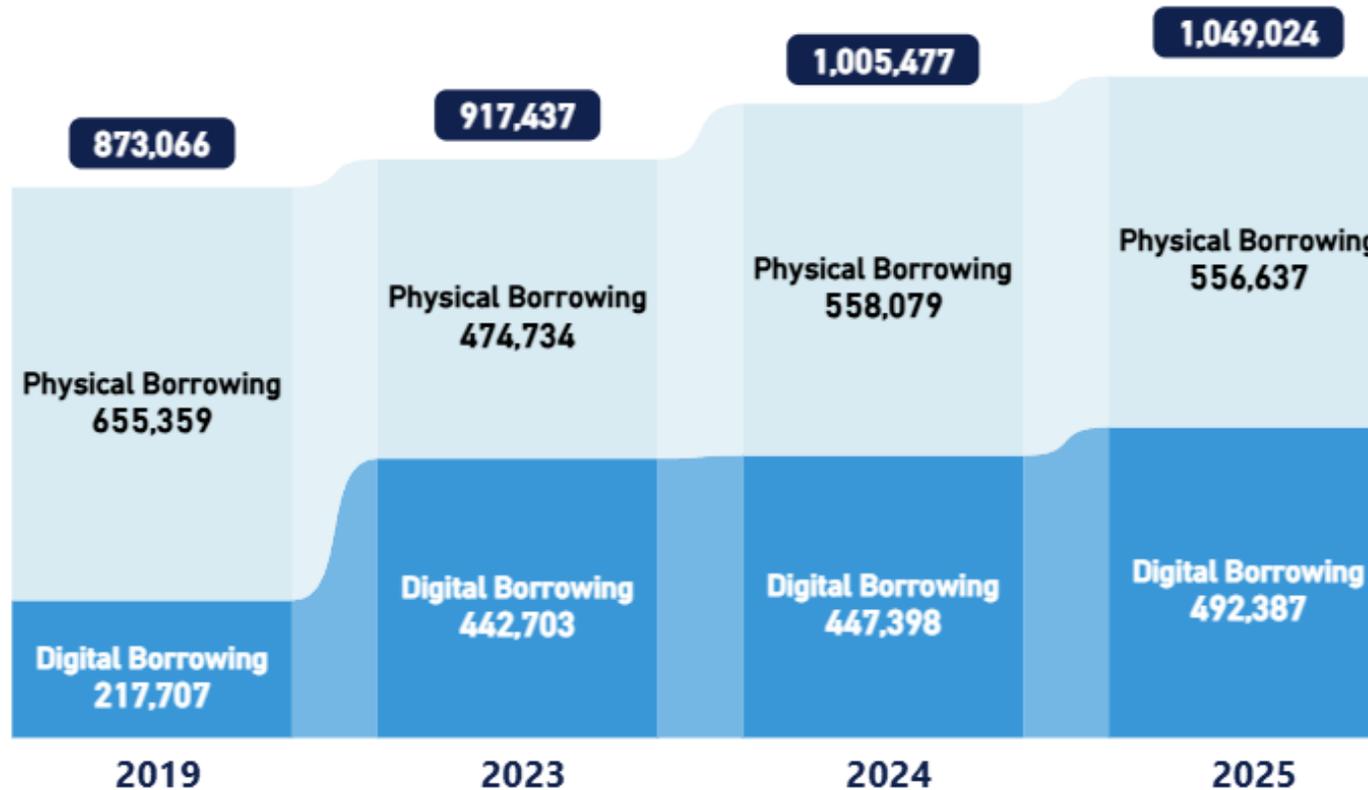
BACKGROUND

Appended are the statistics collected for 2025 with some emphasis on Q4.

2025 Statistical Report

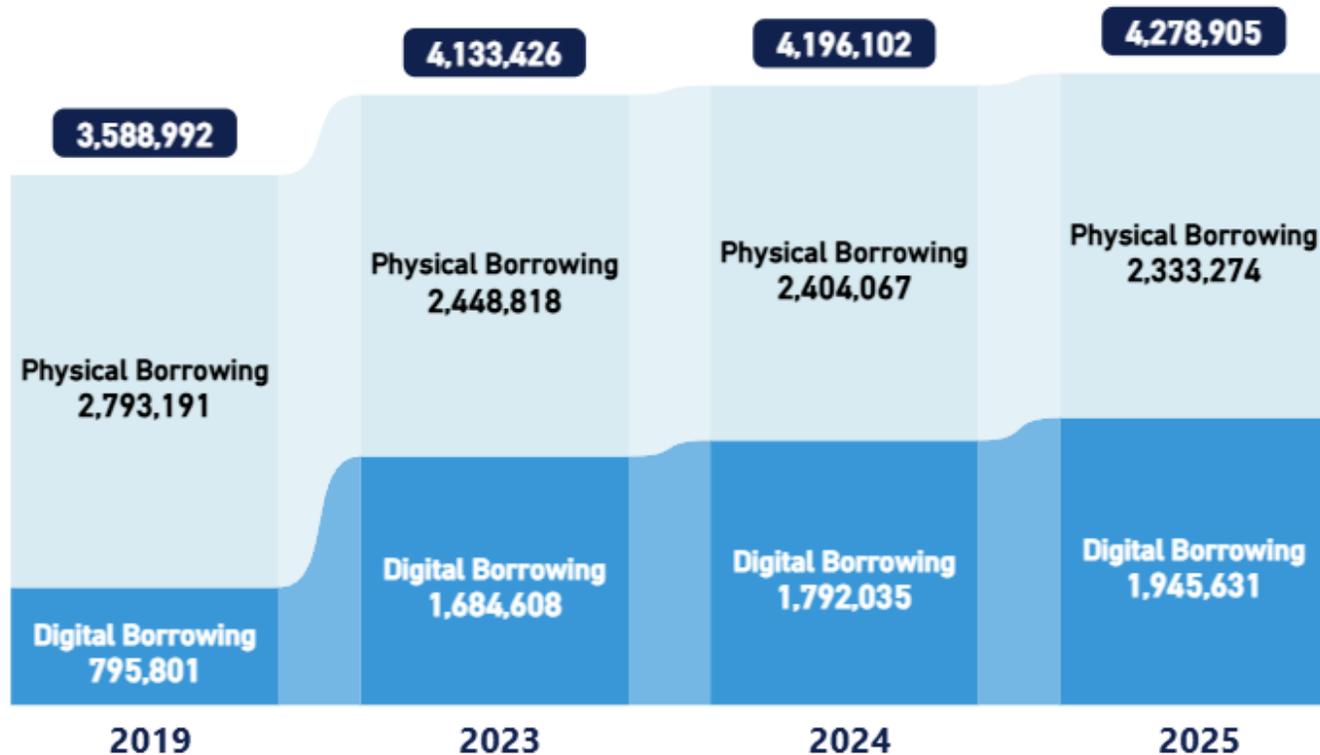
Presented to the Library Board
February 19, 2026

System Borrowing Q4 2025



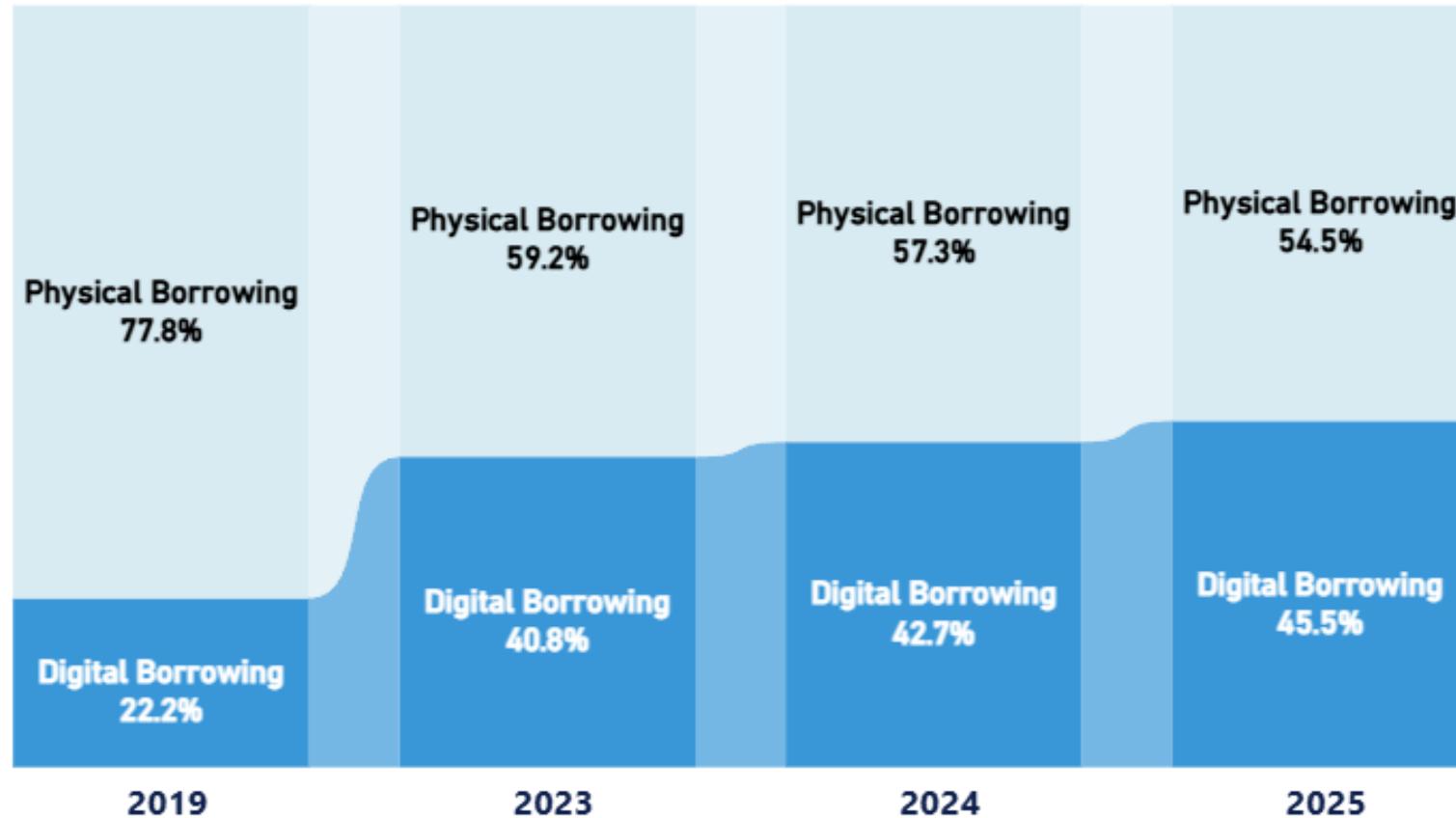
- **Q4 2025 vs 2024:**
- Overall borrowing, increased 4.2%
- Physical borrowing decreased 0.3%
- Digital borrowing increased 9.1%

System Borrowing 2025



- **2025 vs 2024:**
 - Overall borrowing increased 2%
 - Physical borrowing decreased 3%
 - Digital borrowing increased 8.6%
- **2025 vs 2019:**
 - Overall borrowing increased 19.2%
 - Physical borrowing decreased 16.5%
 - Digital borrowing increased 145%

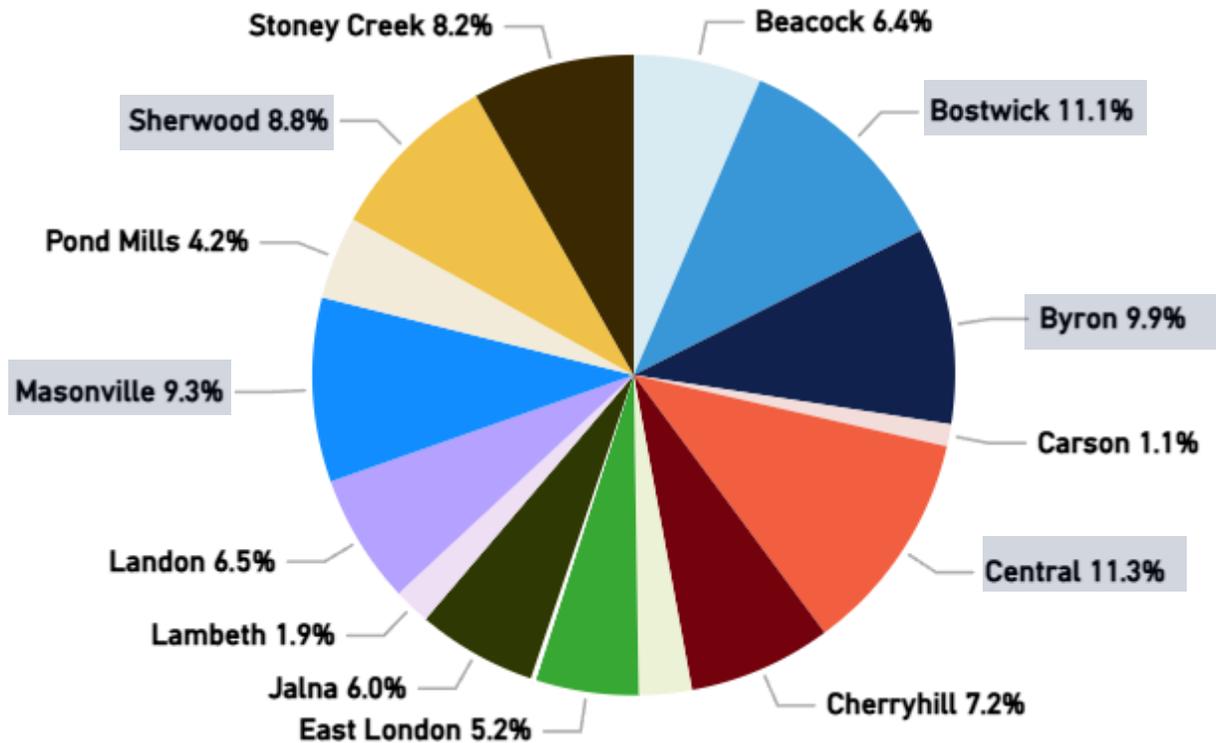
Pct of Borrowing by Format 2025



Borrowing: Physical 2019 vs 2025

Category	2019	2025	Pct +/-
Total Juvenile Books	881,869	1,148,912	30.3%
Total Teen Books	69,807	76,731	9.9%
Total Adult Books	1,012,999	824,068	-18.7%
Adult Fiction	605,343	493,316	-18.5%
Adult Nonfiction	344,772	269,805	-21.7%
Total Juvenile Media	121,042	41,100	-66.0%
Total Adult Media	607,667	96,811	-84.1%

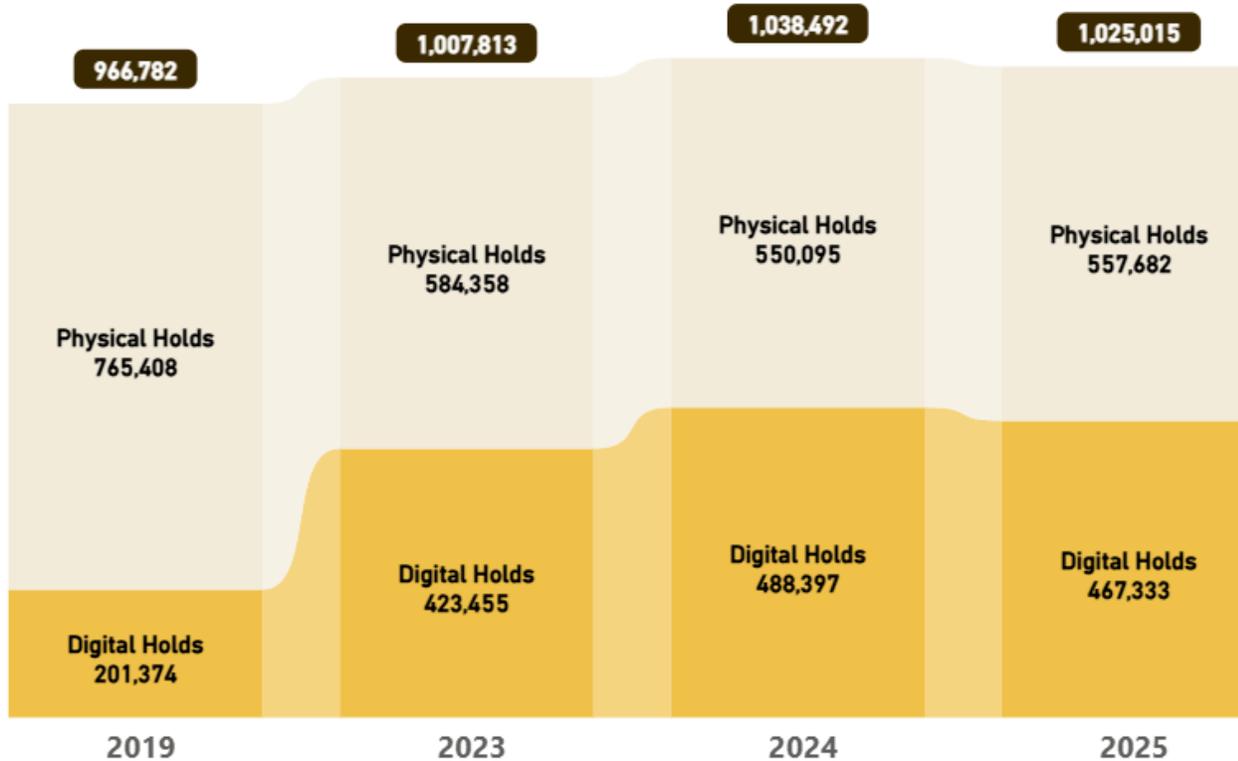
Branch Pct of Borrowing Q4 2025



Top 5:

1. Central
2. Bostwick
3. Byron
4. Masonville
5. Sherwood

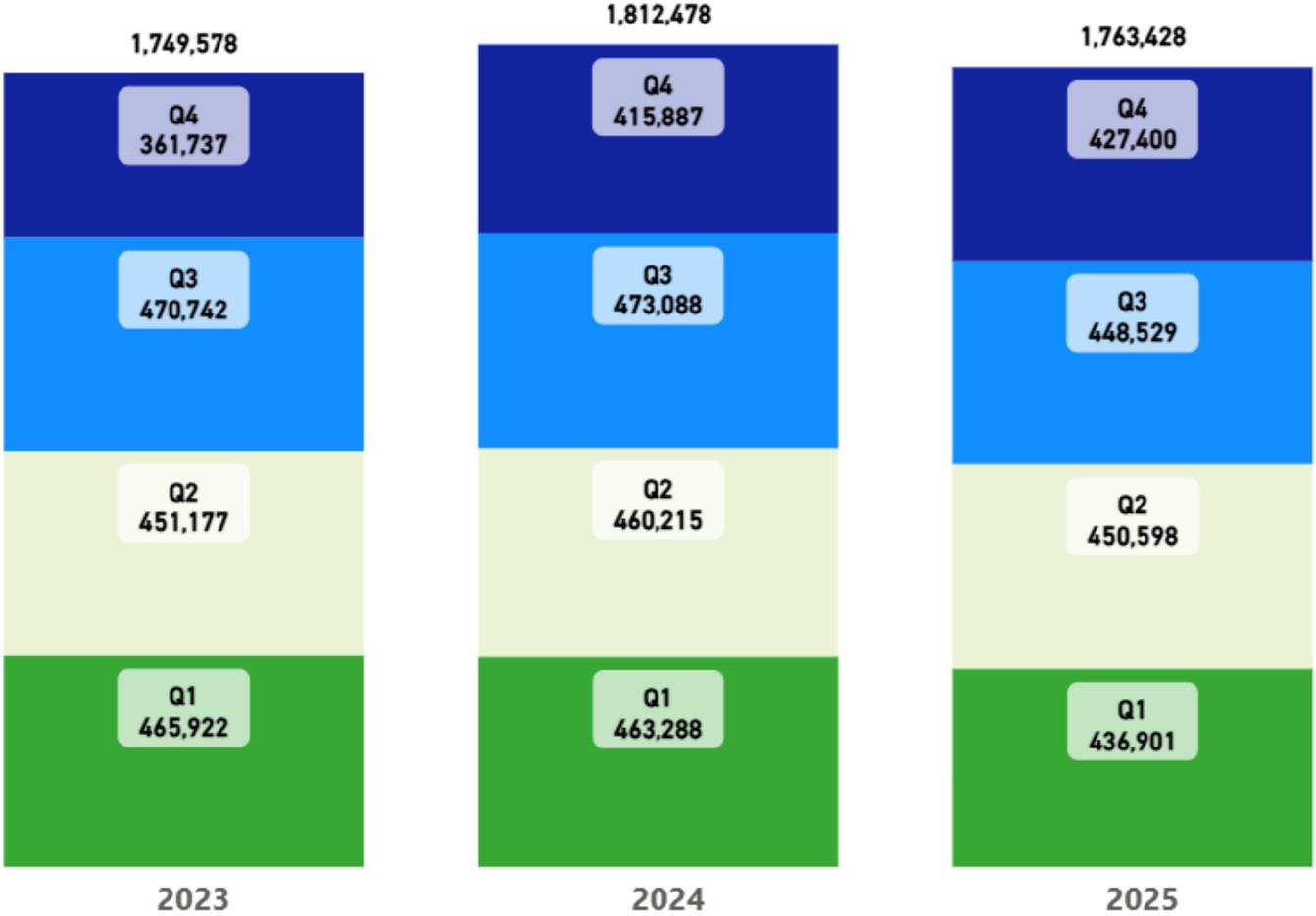
Holdings Placed 2025



- **2025 vs 2024:**
 - Overall holds decreased 1.3%
 - Physical holds increased 1.3%
 - *Digital holds decreased 4.3%
- **2025 vs 2019:**
 - Overall holds increased 6.1%
 - Physical holds decreased 27.2%
 - Digital holds increased 132%

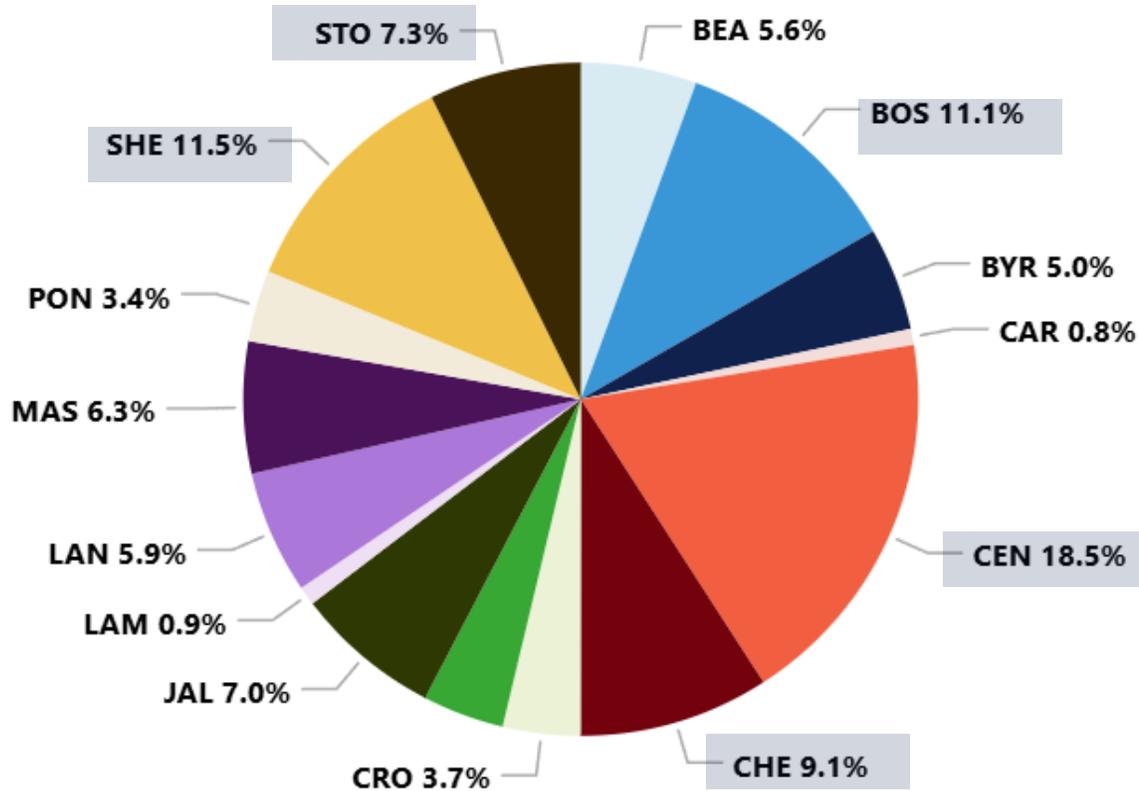
*To improve patron access to in-demand titles, reduce long wait lists and wait times, in June 2025, the Library decided to limit patrons using Overdrive/Libby to 10 digital holds. This is the reason for the decrease in digital holds.

System Visits 2025



In 2025, 6,000 Londoners visited our branches per day.

Branch Pct of Visits Q4 2025

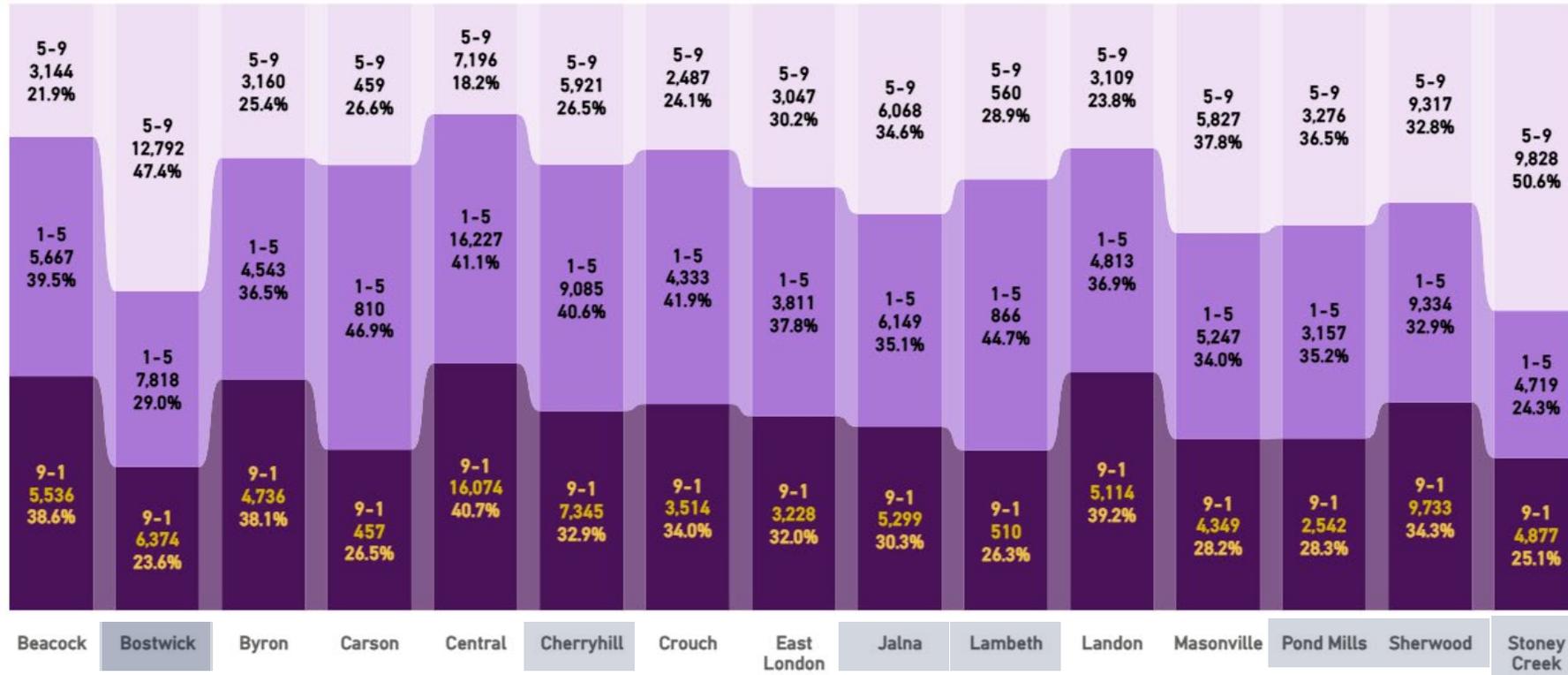


Top 5:

1. Central
2. Sherwood
3. Bostwick
4. Cherryhill
5. Stoney Creek

Pct of Visits Per Branch Q4 2025

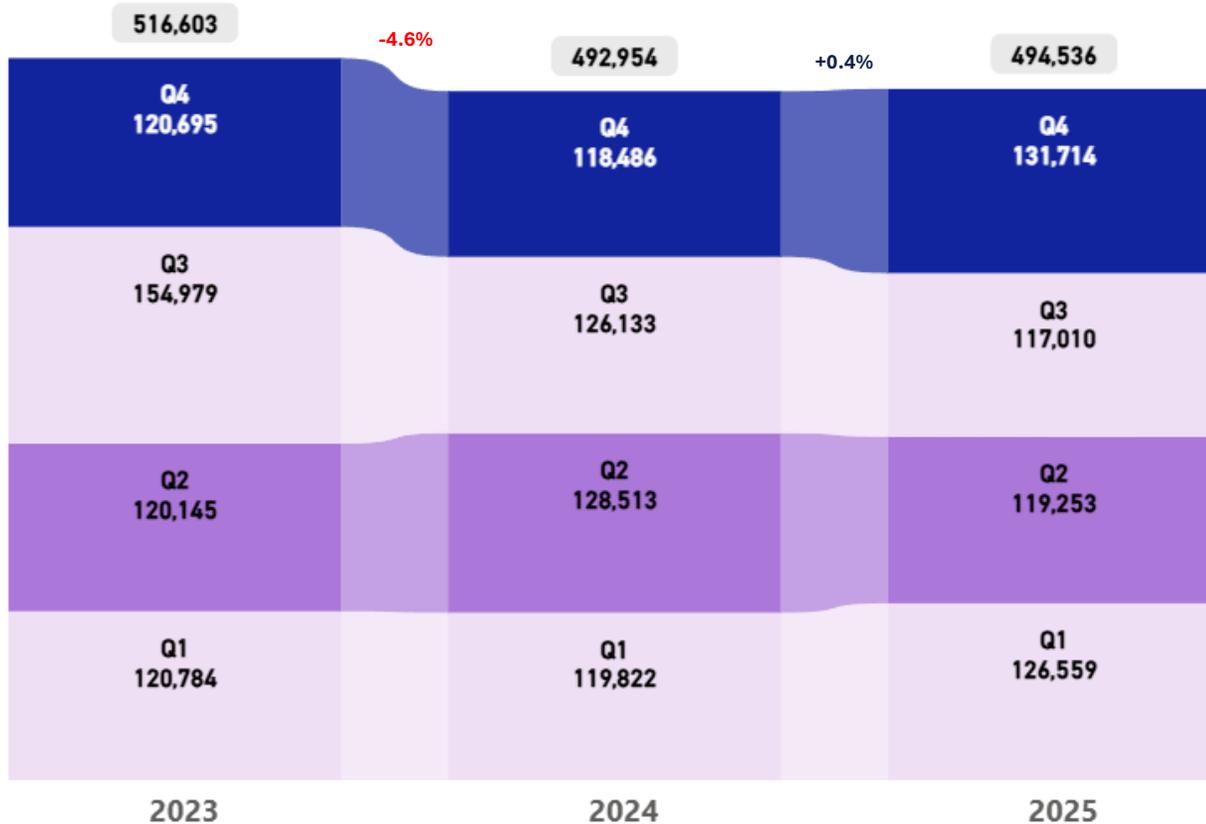
Divided into 4-hour blocks - Tue, Wed, Thu Only



Excluding the Central Library, 7 branches are stand alone and 7 located in a multi-use facility (X axis label shaded). The latter accounted for 62% of overall visits and 70% of visits after 5 pm.

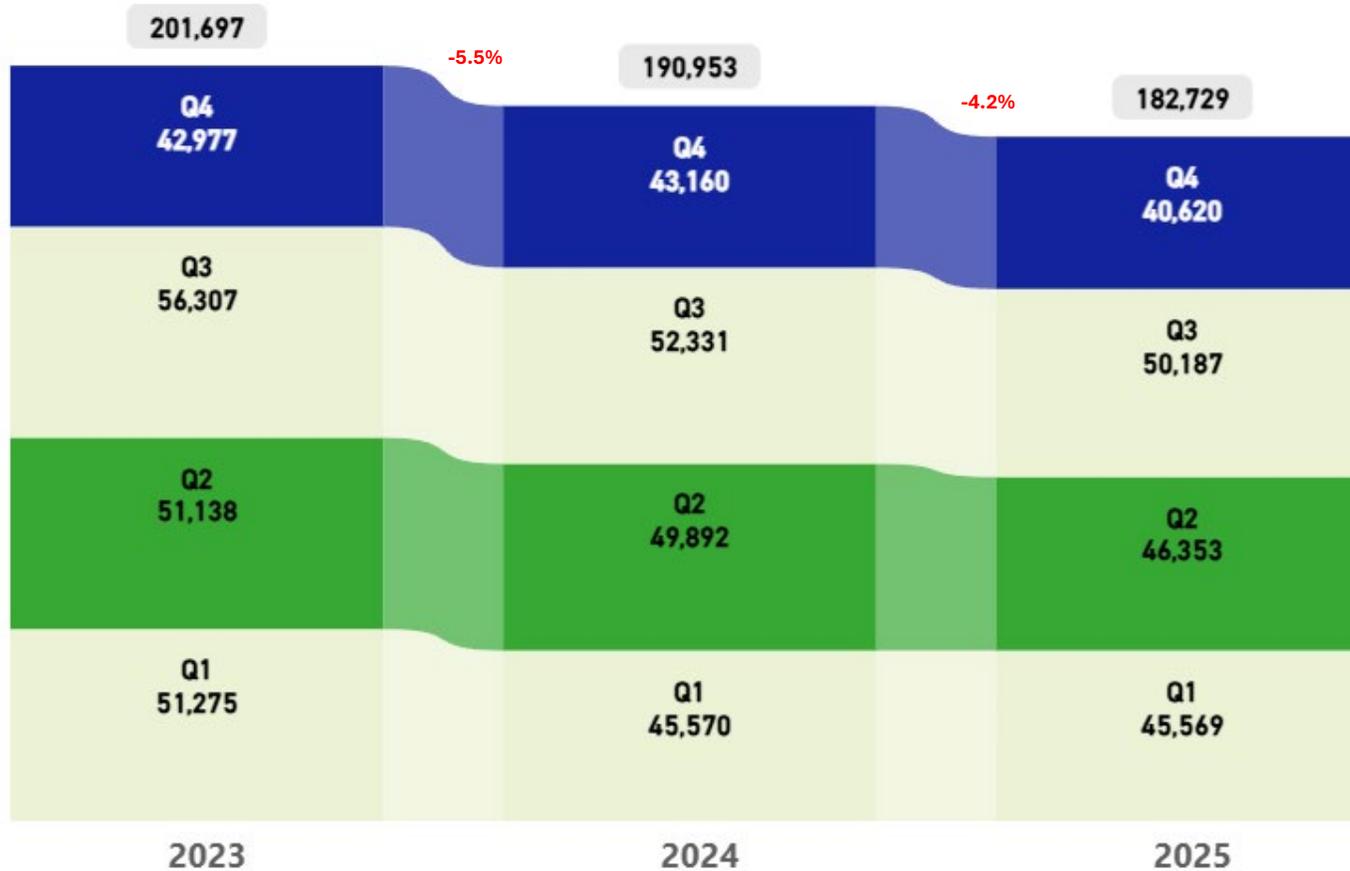
Inquiries 2025

Includes in person, phone and online



In 2025, Library staff fielded 1,650 inquiries from Londoners every day.

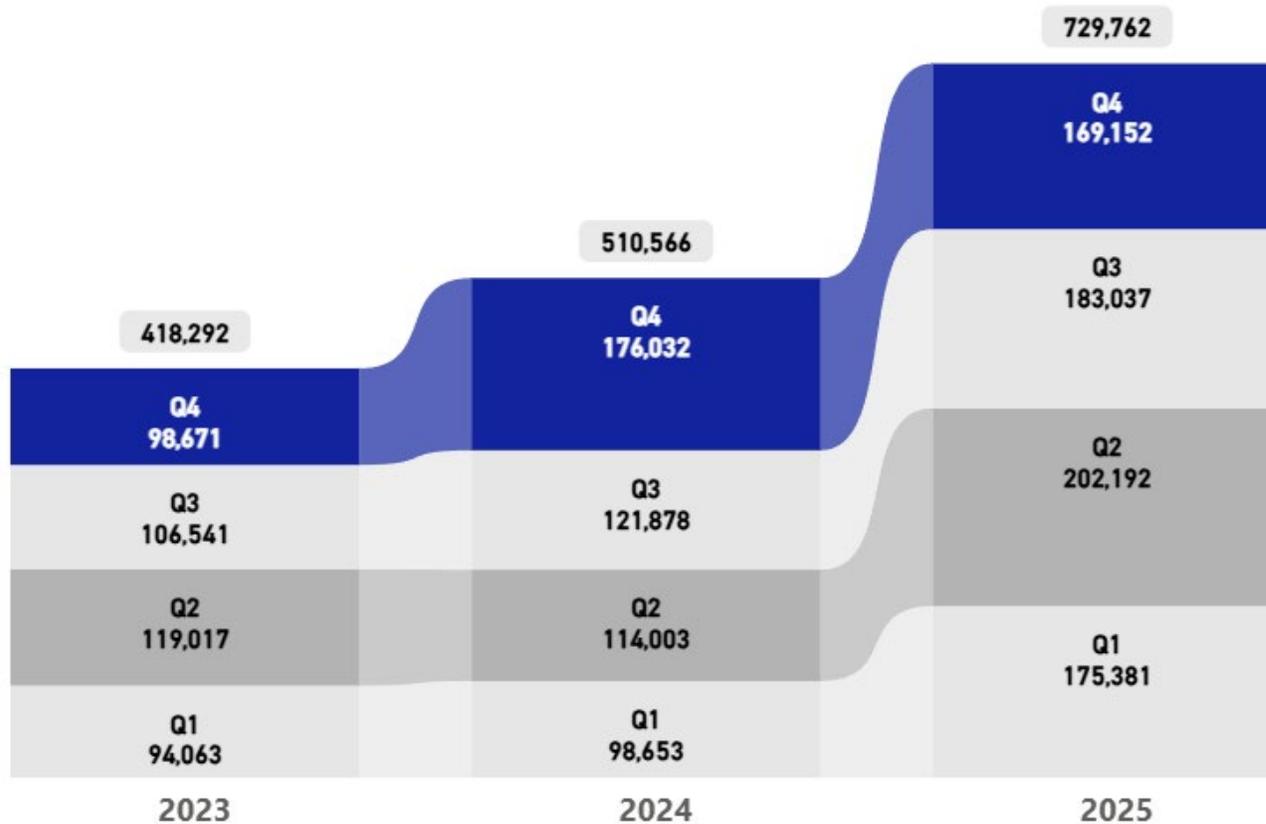
Computer Sessions 2025



In 2025, 610 Londoners used our computers every day.

Although use of our computers is decreasing year over year, mostly due to the proliferation of smart devices available, it is still an essential and valued service and an equity tool.

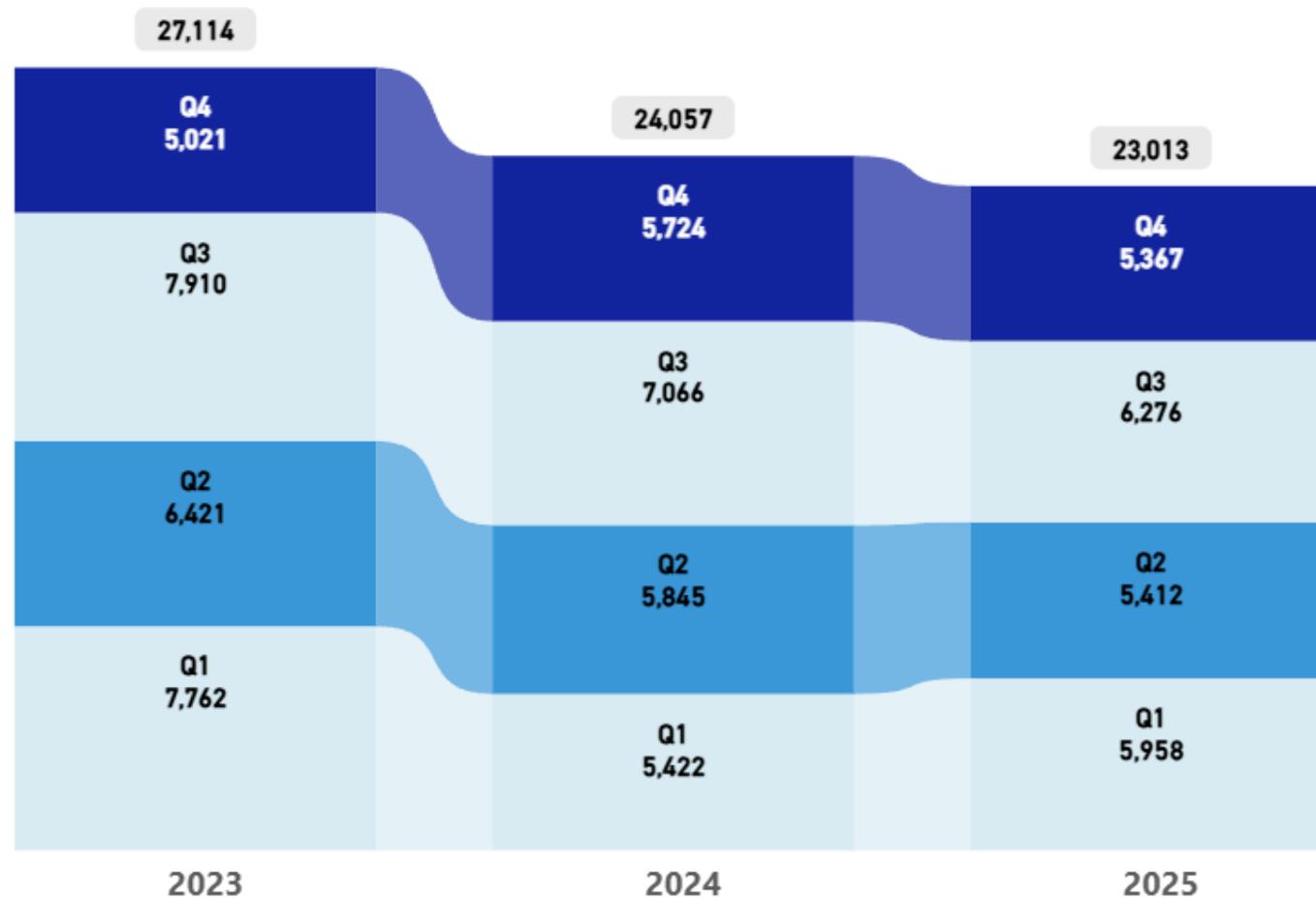
Wireless Connections 2025



In 2025, 2,450 Londoners connected to our wireless network every day.

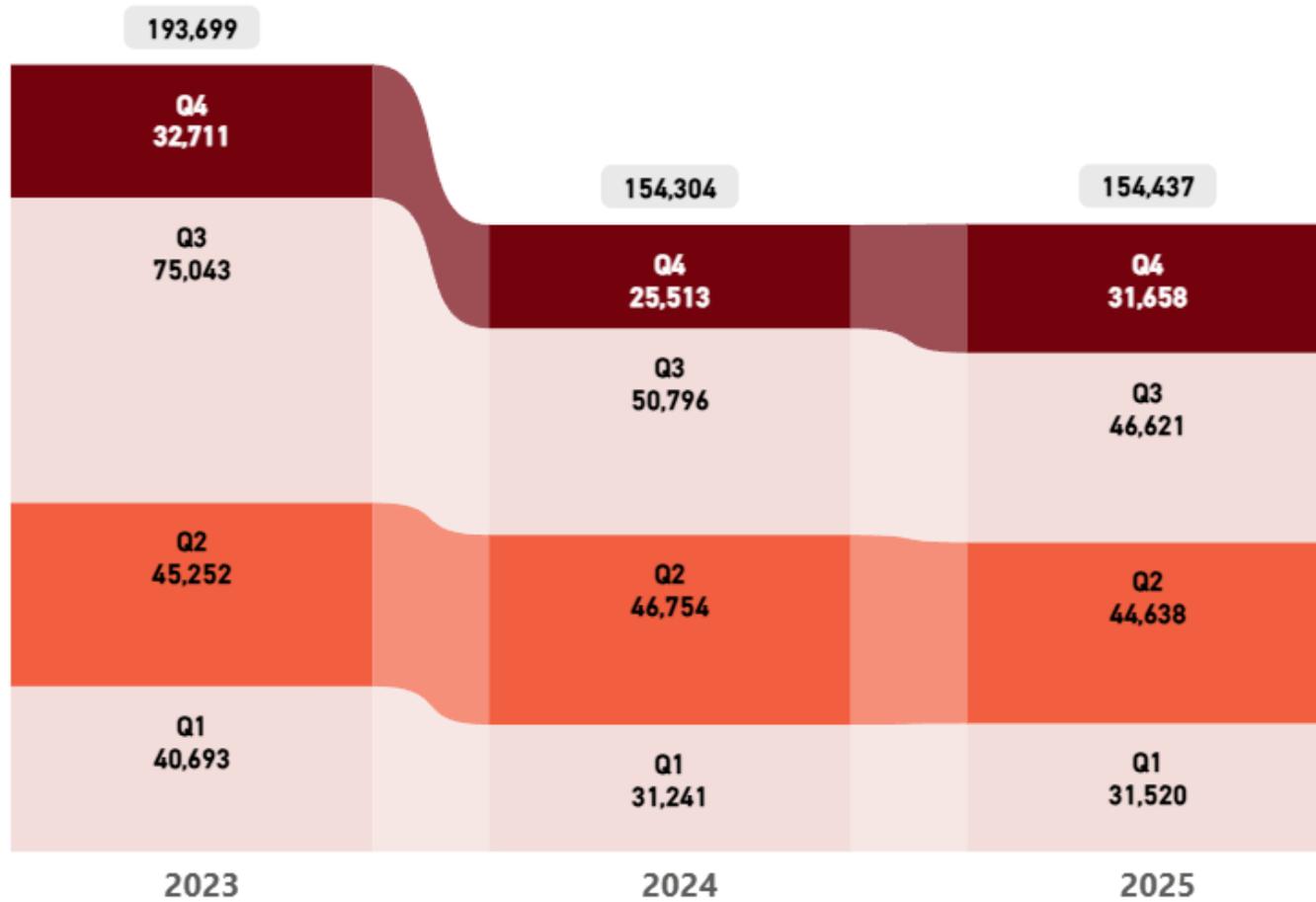
Beginning with Q4 2024, wireless usage numbers increased significantly due to a tabulation adjustment in our monitoring software. While overall usage increased significantly in 2025, there was a 4% decrease in Q4 2025 in comparison to Q4 2024. Still, providing a free wireless connection with no strings attached remains an essential and valued service.

New Registrations 2025



In 2025, 80 Londoners received new library cards every day.

Program Attendance 2025



In 2025, 515 Londoners attended a Library program every day.

REPORT TO THE LIBRARY BOARD

FEBRUARY 19, 2026

SUBJECT: Requests for Reconsideration of Library Materials Report

PURPOSE: For Receipt

PREPARED BY: Anne O'Sullivan, Manager, Public Service

PRESENTED BY: Michael Ciccone - CEO

RECOMMENDATION

It is recommended that the Library Board receive this report.

SUMMARY

Each year, Library staff report to the Board on requests submitted for reconsideration of materials and the response to these requests. In 2025, no requests were submitted.

BACKGROUND

The Collections Services Department of the Library occasionally receives requests to reconsider materials included in our collection if a patron feels they are inappropriate. Patrons may request that materials be removed from the collection, that they be moved to another area or collection, or that they be restricted from use.

All requests are considered in the context of the Library's [Collections Management Policy](#), and the [Library's Intellectual Freedom Policy](#), which were both reviewed by the Board on October 23, 2025.

Importantly, the Library's Collections Management Policy articulates the fundamental philosophy found in the [Canadian Federation of Library Associations Statement on Intellectual Freedom and Libraries](#). The Statement reads in part:

“Libraries have a core responsibility to safeguard and facilitate access to constitutionally protected expressions of knowledge, imagination, ideas, and opinion, including those which some individuals and groups consider unconventional, unpopular or unacceptable. To this end, in accordance with their mandates and professional values and standards, libraries provide, defend and promote equitable access to the widest possible variety of expressive content and resist calls for censorship and the adoption of systems that deny or restrict access to resources.”

While this broad statement covers reconsideration requests regarding the collection, the Library addresses individual concerns directly so that a patron may understand why materials are purchased, retained or removed from the Library's collection.

The Collections Management Policy describes the Materials Reconsideration process:

Any person(s) from the community having a question regarding the inclusion of a specific title in the Library's Collections may request information from the Library. Any person(s) recommending the removal of a specific title from the Library's Collections may submit a written Request for Reconsideration of Library Materials. The request will be reviewed by the Reconsideration Response Team, who will decide on the matter.

A report on requests for Materials reconsideration will be provided to the Board annually (if necessary). The names of those individuals requesting reconsideration of a title will be excluded from the report in order to protect their privacy.

THE PROCESS

When a Request for Reconsideration is submitted, the patron is contacted by the Manager responsible for Collections, and apprised of the process for reconsideration, as follows:

- The request is shared with the selection team, comprising of Collections Management Librarians and the Coordinator, Collections Management, to review the original reasons for selection.
- Information on a title in question is collected, including reviews, usage figures, media coverage, collection holdings at other libraries, and any other information relevant to the request.
- The Manager responsible for Collections reviews all supporting material and discusses a recommended course of action with the Reconsideration Response team, which is comprised of all Managers and the Director, Customer Services and Branch Operations, and the CEO and Chief Librarian.
- The Manager responsible for Collections contacts the patron directly and explains the decision and the rationale for the removal or retention of the material in question. The patron is also informed of the process outlined by the Collections Management Policy.

Canadian Library Challenges Database

Each year the Manager responsible for Collections submits information about requests for reconsideration of library materials to the [CFE-CFLA/FCAB Canadian Library Challenges Database](#). This database is a joint initiative of the *Centre for Free Expression (CFE)* and the *Canadian Federation of Library Associations (CFLA)*. All patron information is reported anonymously. No requests were submitted in 2025.