



## **Oakville Public Library Board**

### **MINUTES**

**Date:** February 20, 2025

**Time:** 7:00 p.m.

**Location:** Council Chamber

Board Members  
Present: Councillor Knoll, Chair

Meredith Burke  
Avis Maher  
Rebecca Mayville  
Celso Mello  
Roderick Sawyer  
Bill Smith

Regrets: Andrew Cashman  
Councillor Chisholm

Staff Present: T. Wong, CEO of Oakville Public Library  
P. Damaso, Commissioner of Community Services  
D. Stancovici, Manager Financial Planning & Policy  
C. Hicks, Director of Customer Experience  
M. Socol, Interim Director, Innovation and Integration  
N. Coric, Council and Committee Coordinator

**A meeting of the Oakville Public Library Board was held on Thursday February 20, 2025 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, commencing at 7:00 p.m.**

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#### **1. Territory Acknowledgement**

**2. Regrets**

As noted above.

**3. Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**4. Confirmation of Minutes of the Previous Regular Meeting of the Board**

**4.1 Minutes of the Regular Meeting of the Board, JANAUARY 16, 2025**

Moved by Roderick Sawyer

Seconded by Rebecca Mayville

That the minutes of the Regular Meeting of Oakville Public Library Board dated January 16, 2025, be approved.

CARRIED

**5. Consent Item(s)**

**5.1 2025 Oakville Public Library (OPL) Board Key Agenda Items – February 20, 2025**

Moved by Avis Maher

Seconded by Meredith Burke

That the 2025 OPL Board Key Agenda Items report be received for information.

CARRIED

**5.2 Health and Safety Report – February 20, 2025**

Moved by Avis Maher

Seconded by Meredith Burke

That the Health and Safety report be received for information.

CARRIED

**5.3 2024 Year-End Employee Retention and Turnover Metrics Report – February 20, 2025**

Moved by Meredith Burke

Seconded by Rebecca Mayville

That the 2024 Year-End Employee Retention and Turnover Metrics report be received for information.

CARRIED

**5.4 OPL Board Procedural Bylaws Update – February 20, 2025**

Moved by Avis Maher

Seconded by Meredith Burke

That the updates to the OPL Board Procedural bylaws be approved

CARRIED

**5.5 Membership Policy – February 20, 2025**

Moved by Avis Maher

Seconded by Meredith Burke

That the Membership Policy be approved.

CARRIED

**5.6 Volunteer Policy – February 20, 2025**

Moved by Avis Maher

Seconded by Meredith Burke

That the Volunteer Policy be approved.

CARRIED

**6. Confidential Consent Item(s)**

**6.1 Director, Innovation and Integration - February 20, 2025**

Moved by Celso Mello

Seconded by Roderick Sawyer

### **CLOSED SESSION**

That the Oakville Public Library Board resolve into a meeting closed to the public as these matters may be considered in the absence of the public under Section 16.1 (4) of the *Public Libraries Act* with respect to Item 6.1 - Director, Innovation and Integration - February 20, 2025 that deals with the following: b) personal matters about an identifiable individual.

CARRIED

*The Oakville Public Library Board resolved into closed session at 7:05 p.m.*

*The Oakville Public Library Board resolved back into open session at 7:11 p.m.*

Moved by Celso Mello  
Seconded by Bill Smith

That the recommendation from the CEO of the Oakville Public Library regarding the hiring of a Director of Innovation and Integration be endorsed.

CARRIED

## **7. Discussion Item(s)**

### **7.1 Comprehensive Financial Report at December 31, 2024**

Moved by Celso Mello  
Seconded by Bill Smith

That the Comprehensive Financial Report at December 31, 2024 be received for information.

CARRIED

### **7.2 Prioritization of the Short-Term Parks, Recreation and Library Master Plan Actions – February 20, 2025**

Moved by Rebecca Mayville  
Seconded by Avis Maher

That the Prioritization of the Short-term Parks, Recreation and Library Master Plan Actions report be received for feedback.

CARRIED

**7.3 Performance and Measures Annual Report 2024 – February 20, 2025**

Moved by Rebecca Mayville

Seconded by Meredith Burke

That the Performance and Measures Annual Report 2024 be received for information.

CARRIED

**7.4 Customer Satisfaction Survey 2024 Results – February 20, 2025**

Moved by Rebecca Mayville

Seconded by Meredith Burke

That the Customer Satisfaction Survey 2024 Results report be received for discussion.

CARRIED

**7.5 Q4 2024 OPL Goals Update – February 20, 2025**

Moved by Avis Maher

Seconded by Bill Smith

That the Q4 2024 OPL Goals Update be received for information.

CARRIED

**7.6 CEO Update – February 20, 2025**

Moved by Rebecca Mayville

Seconded by Bill Smith

That CEO Update report be received for information.

CARRIED

**8. Confidential Discussion Item(s)**

There were no confidential discussion items.

**9. New Business**

There was no new business.

**10. Date and Time of Next Meeting**

Thursday March 20, 2025

Oakville, Municipal Building

Council Chamber - 7:00 p.m.

**11. Adjournment**

Moved by Celso Mello

Seconded by Roderick Sawyer

That this meeting be adjourned.

CARRIED

The meeting adjourned at 8:34 p.m.