



Oakville Public Library Board

MINUTES

Date: March 20, 2025
Time: 7:00 p.m.
Location: Council Chamber

Board Members Present: Councillor Knoll, Chair

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

Regrets: Councillor Chisholm

Staff Present: T. Wong, CEO of Oakville Public Library
P. Damaso, Commissioner of Community Services
C. Hicks, Director of Customer Experience
M. Socol, Director, Innovation and Integration
M. Logan, Manager of Community Development and Engagement
B. Wiersma, Senior Financial and Policy Analyst
N. Coric, Council and Committee Coordinator

Others: Alison Cobban, Fund Development Coordinator

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

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, FEBRUARY 20, 2025

Moved by Roderick Sawyer
Seconded by Rebecca Mayville

That the minutes of the Regular Meeting of the Oakville Public Library Board dated February 20, 2025, be approved.

CARRIED

4.2 Confidential Minutes of the Closed Session of the Board, FEBRUARY 20, 2025

Moved by Roderick Sawyer
Seconded by Rebecca Mayville

That the minutes of the Closed Session Meeting of the Oakville Public Library Board dated February 20, 2025, be approved.

CARRIED

5. Consent Item(s)

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

Moved by Andrew Cashman
Seconded by Avis Maher

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

CARRIED

5.2 Health and Safety Report – March 20, 2025

Moved by Andrew Cashman

Seconded by Avis Maher

That the Health and Safety report be received for information.

CARRIED

5.3 OPL 2024 CEO Performance Evaluation Process

Moved by Andrew Cashman

Seconded by Avis Maher

That the OPL 2024 CEO Performance Evaluation Process report be received for information.

CARRIED

6. Confidential Consent Item(s)

There were no confidential consent items.

7. Discussion Item(s)

7.1 Dress Code and Staff Identification Policy – March 20, 2025

Moved by Bill Smith

Seconded by Rebecca Mayville

That the Dress Code and Staff Identification Policy be received for feedback.

CARRIED

7.2 Fundraising Plan Report – March 20, 2025

Moved by Meredith Burke

Seconded by Andrew Cashman

That the 2025 Fundraising Plan Report be received for feedback.

CARRIED

7.3 Potential US Tariffs Impacts – March 20, 2025

Moved by Rebecca Mayville

Seconded by Avis Maher

That the Potential US Tariffs Impacts report be received for information.

CARRIED

7.4 Halton Information Providers Update – March 20, 2025

Moved by Andrew Cashman

Seconded by Celso Mello

That the Halton Information Providers (HIP) Update report be received for information

CARRIED

7.5 CEO Update – March 20, 2025

Moved by Bill Smith

Seconded by Rebecca Mayville

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 April 17, 2025

Oakville Municipal Building

Council Chamber - 7:00 p.m.

11. Adjournment

Moved by Meredith Burke

Seconded by Roderick Sawyer

That this meeting be adjourned.

CARRIED

The meeting adjourned at 7:35 p.m.