

Oakville Public Library Board

MINUTES

Date: June 19, 2025
Time: 7:00 p.m.
Location: Council Chamber

Board Members Present: Councillor Knoll, Chair

Andrew Cashman
Councillor Chisholm
Meredith Burke
Avis Maher
Celso Mello
Roderick Sawyer
Bill Smith

Regrets: Rebecca Mayville

Staff Present: P. Damaso, Commissioner of Community Services
T. Wong, CEO of Oakville Public Library
C. Hicks, Director of Customer Experience
M. Socol, Director, Innovation and Integration
J. van der Heiden, Deputy Treasurer and Director of Finance
B. Wiersma, Senior Financial and Policy Analyst
N. Coric, Council and Committee Coordinator

A meeting of the Oakville Public Library Board was held on Thursday, June 19, 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, May 15, 2025.

Moved by Roderick Sawyer

Seconded by Andrew Cashman

That the minutes of the Regular Meeting of the Oakville Public Library Board dated May 15, 2025, be approved.

CARRIED

5. Consent Item(s)

5.1 2025 Oakville Public Library (OPL) Board Key Agenda Items – June 19, 2025

Moved by Roderick Sawyer

Seconded by Meredith Burke

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

CARRIED

5.2 Health and Safety Report – June 19, 2025

Moved by Andrew Cashman

Seconded by Bill Smith

That the Health and Safety report be received for information.

CARRIED

5.3 Safety and Wellbeing of Children and Youth Policy – June 19, 2025

Moved by Andrew Cashman

Seconded by Bill Smith

That the Safety and Wellbeing of Children and Youth Policy be approved.

CARRIED

6. Confidential Consent Item(s)

There were no confidential consent items.

7. Discussion Item(s)

7.1 YTD Financial Status Indicators – June 19, 2025

Moved by Celso Mello

Seconded by Councillor Chisholm

That the Year-to-date (YTD) Financial Status Indicators report as of May 31, 2025 be received for information.

CARRIED

7.2 2026 Budget Drivers – June 19, 2025

Moved by Councillor Chisholm

Seconded by Avis Maher

That the 2026 Budget Drivers report be received for feedback.

CARRIED

7.3 Artificial Intelligence Policy – June 19, 2025

Moved by Celso Mello

Seconded by Avis Maher

That the Artificial Intelligence policy be received for feedback.

CARRIED

7.4 Incident Management Exercise – Cyber Security – June 19, 2025

Moved by Celso Mello

Seconded by Roderick Sawyer

That the Incident Management Exercise – Cyber Security be received for information.

CARRIED

7.5 Oakville Community Foundation Follow-up – June 19, 2025

Moved by Meredith Burke

Seconded by Bill Smith

That the Oakville Community Foundation follow-up report be received for information.

CARRIED

7.6 CEO Update – June 19, 2025

Moved by Bill Smith

Seconded by Andrew Cashman

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 July 17, 2025

Oakville Municipal Building

Council Chamber - 7:00 p.m.

11. Adjournment

Moved by Celso Mello

Seconded by Meredith Burke

That this meeting be adjourned.

CARRIED

The meeting adjourned at 8:04 p.m.