Caledon Public Library Board Meeting
Monday, October 20, 2025
6:00 p.m.

MINUTES

Present: Tony Maxwell (Chair); Jacqueline Iafrate (Vice-Chair); Nicholas Alleyne; Scott Goodison; Mary Juric; Domenic Maggi; Councillor Cosimo Napoli; Councillor Dave Sheen

Staff: Colleen Lipp – CEO | Chief Librarian; Alexandra Hoffmann – Administrative Coordinator; Leah Rucchetto – Director, Public Service

Absent: Laura Brady

Note: This meeting was conducted at the Albion Bolton Branch

1. **The Chair called the meeting to order at 6:04 PM**

2. **Indigenous Acknowledgment**

As we gather, we recognize that the Caledon Public Library sits on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. In particular we acknowledge the traditional territory of the Huron-Wendat, and Haudenosaunee peoples.

We acknowledge the cultural injustices of the past and express our collective hope for full truth and reconciliation in the future.

On this day our meeting place is home to many Indigenous peoples (First Nations, Métis and Inuit) from across Turtle Island (North America).

We are grateful to have the opportunity to work on this land, and by doing so, we give our respect to its first inhabitants.

3. **Apologies for non-attendance:** Laura Brady

4. **Approval of the Agenda**

   Motion: That the Caledon Public Library Board approve the agenda as revised to include a discussion of Library Reserves under New Business.
   Moved: Nicholas Alleyne **Seconded:** Jacqueline Iafrate
   Carried.

5. **Disclosure of pecuniary interest:** None

6. **Consent Agenda**
   a. Minutes of the September 15, 2025 meeting
   b. Treasurer's Report and Financial Statements
   c. Quarterly Statistics and Performance Measures – Q3 2025
   d. Strategic Actions Update

   Motion: That the Caledon Public Library Board receive all items within the consent agenda.
   Moved: Scott Goodison **Seconded**: Jacqueline Iafrate
   Carried.

7. **Business arising from the minutes:** None

8. **Staff Reports**
   a. **CEO/Chief Librarian's Report**

   Motion: That the Caledon Public Library Board receive the CEO/Chief Librarian's Report.
   Moved: Domenic Maggi **Seconded:** Mary Juric
   Carried.

   b. **Partnership Policy Report**

   Motion: That the Caledon Public Library Board approve and adopt the revised Partnership Policy.
   Moved: Nicholas Alleyne **Seconded:** Mary Juric
   Carried.

   c. **2026 Library Board Meeting Schedule**

   Motion: That the Caledon Public Library Board receive and adopt the proposed schedule of Board meetings for 2026.
   Moved: Jaqueline Iafrate **Seconded:** Mary Juric
   Carried.

   d. **2025-2028 Strategic Assessment and Evaluation Plan**

   Motion: That the Caledon Public Library Board approve and adopt the 2025-2028 Strategic Assessment and Evaluation Plan.
   Moved: Domenic Maggi **Seconded:** Nicholas Alleyne
   Carried.

   e. **Library Information and Reference Services Report**

   Motion: That the Caledon Public Library Board receive the drafted Library Information and Reference Services Report.
   Moved: Domenic Maggi **Seconded:** Nicholas Alleyne
   Carried.

9. Board and Committee Reports

a. Finance Committee Meeting Minutes of September 30, 2025 (Attachment 9-A)

Motion: That the Caledon Public Library Board receive the Finance Committee Meeting Minutes of September 30, 2025.

Moved: Mary Juric **Seconded:** Scott Goodison

Carried.

b. Advocacy and Fundraising Committee Minutes of October 15, 2025 (Attachment 9-B)

Motion: That the Caledon Public Library Board receive and approve the Advocacy and Fundraising Committee Minutes of October 15, 2025, endorsing the Committee's direction to the CEO/Chief Librarian.

Moved: Mary Juric **Seconded:** Scott Goodison

Carried.

10. New Business

a. Library Reserves

Motion: That the Caledon Public Library Board direct the CEO/Chief Librarian to draft correspondence to Town Council, on behalf of the Board, advising of the Board's Reserves Policy, suggesting amendments to reflect its guidelines within the Town's Reserve By-law and requesting that internal chargebacks for HR and Finance services be included in the 2026 budget to maintain the integrity of the reserve fund as per the original Council amendment.

Moved: Scott Goodison **Seconded:** Mary Juric

Carried.

11. Board Work Plan

a. 2025-26 Work Plan Review (Attachment 11-A)

Motion: That the Caledon Public Library Board receive and approve the revised 2025/26 Work Plan.

Moved: Nicholas Alleyne **Seconded:** Domenic Maggi

Carried.

12. Board Advocacy and Development

a. Upcoming Advocacy Development Opportunities

i. Chamber of Commerce Fall Business Summit, Wednesday, October 29, 9 AM – 4 PM, Mount Alverno Luxury Resort, 20706 Heart Lake Road, Caledon
ii. Council Budget Presentation – Tuesday, November 5, 2:30 PM, Hybrid / Council Chamber, Town Hall
iii. Ontario Library Service Board Assembly Meeting – Wednesday, November 12, 6 – 8 PM – Virtual – Register online.
iv. Ontario Library Service Virtual Conference – Collaborate – Board Evening – Thursday, November 20, 6 – 8 PM. Registration required
v. Evening of Chamber Music at the Caledon Public Library – Friday, November 21, 2025 – Albion Bolton Branch, 7 PM – Tickets $75 per person
vi. General Committee Budget Meeting - Town Hall/Hybrid – Tuesday, November 18, 2:30 PM

vii. Council Budget Meeting - Town Hall/Hybrid – Tuesday, November 25, 7 PM

13. Public Question Period: No members of the public were present.

14. Meeting Evaluation: A link to the online evaluation survey will be shared with all members of the Board following the meeting.

15. Time of next regular meeting:

a. Monday, November 17, 2025, 6:00 PM – Southfields Village Branch

16. Adjournment

Motion: That the meeting adjourn.
Moved: Scott Goodison **Seconded:** Jacqueline Iafrate
Carried.

The meeting adjourned at 8:13 PM

Tony Maxwell	**Colleen Lipp**
Chair	**CEO | Chief Librarian**