Friends of the Caledon Public Library Monthly Meeting
Minutes for Monday, June 1, 2026
6:30 pm, The Royal Courtyards
Unit F2, 18 King St. E., Bolton

MINUTES

Present (14): Victoria Edwards, Marty Harrison, Amy Bracco, Lisa Phillips, Derek Pulen, Diane Delaney, Josee Leon, Kulbir Kirkland, Judy Clayton, Tina Liscio, Chris Niras, Jules Maule-ffinch, Melanie Alderfer-Mowat (CPL) Presentation guest.

1. Welcome and Introductions by Victoria.

1 a. Welcome: Jules, guest Presenter, and Melanie representing Caledon Public Library.

2. Request to Sublet - Presentation and Q&A.

2 a. Proposal Submission: The Executive reviewed a sublet proposal and background plan submitted vis email to Victoria on May 27, 2026.

Presentation: A community member presented a proposal to sublet the FOPL sorting space for weekly public support group meetings on Sundays at 8:00 pm. in Bolton.

Details Provided: The presenter outlined the meeting format, setup requirements, self-supporting structure, and the local need for this scheduling based on existing regional meeting locations.

2 b. Discussion: Members discussed operational logistics, including room setup cleanup responsibilities, building accessibility, insurance requirements, historical issues, key management, security, and potential overhead costs.

2 c. Action item Insurance: Victoria will contact the current insurance provider to confirm overage for external group meetings held in the building.

2 d. Action Item (Lease Review): Victoria will review the building lease agreement to check for any restrictions regarding subletting our space**.**

3. Treasurer's Report by **Amy Bracco.**

3 a. Operating balance: $2,700. Amy provided a reconciliation report, confirming that the cash and accounts match. She will use the Wave program for accounting. She will use available coin wrappers to count and organize coins collected for the FOCPL.

3 b. Visit to RBC Bolton: Amy, Victoria and Marty met at the RBC to add Amy as a third signing officer to our FOCPL account. The $20 fee on the trust account was reversed.

3 c. Buying cheques: After discussion regarding cost savings and security, the following motion was made. ***Motion: To buy cheques directly from D+H*.** Moved by Derek, Seconded by Jules. Approved.

3 d. FOCPL Business Tax Return: Amy will search FOCPL files for our CRA contact information and confirm the 2025 Tax Report was filed. She will call the CRA to confirm filing status.

4. Sorting Update. Extra sorting dates in May were highly successful and are not needed in June. Kulbir arranged painting of the back wall which looks great. Boxes are now being stacked by genre along that wall.

5. Governance Review Update. Committee members are Derek, Josee, and Jules.

5 a. Current steps: Derek reported that the draft of the updated constitution and bylaws will include removal of branch representatives and clarification of the two-year term for officers. The need for an AGM each year was discussed.

5 b. Additional memberships: Discussion of the possible addition of honorary and family memberships followed, including possibly avoiding additional categories that may complicate operations.

5 c. Next Steps: The next update by the committee will be at our September meeting. A vote on the draft will be at our October meeting. The final presentation and vote will be at the November AGM.

6. **Bookmark Strategy.**

6 a. Bookmark Design and Printing: An FOCPL bookmark was designed by Victoria promoting our acceptance of gently used items as well as drop off dates. An online vote was taken on May 21, 2026, for 1000 bookmarks at no more than $81.50.

6 b. Bookmark Distribution: Our new bookmarks were available tonight for all present to share and for distribution at future FOCPL sales and events.

6 c. CPL Approved Bookmarks Pending: A draft design by CPL promoting FOCPL Item donations was shared with input regarding the size and clarity of the FOCPL logo in the design. These bookmarks will be available at CPL Branches and Events.

7. New Business.

7 a. GoFundMe page Review and Approval: After reviewing requirements of the page by Chris and further discussion regarding the focus, amount, and launch of the campaign, the following motion was made: ***Motion: That the FOCPL establish A GoFundMe page*.** Moved by Derek, Seconded by Victoria. Approved. Details are still to be confirmed. We will avoid direct fundraising competition with the library.

7 b. New Pricing for Sales – Pricing and Membership: Discussion included increasing prices for hardcover, trades, and mass market paperbacks, as well as pricing for different sizes of puzzles, media, collectibles, and specialty books. A VIP members-only shopping event was discussed. A clear visual distinction between trade and mass market paperbacks was discussed and will be implemented during June sorting sessions. Pricing of individual item sales vs bags of books will be clarified before our next sale.

8. Next Event Dates.

8 a. Sorting Dates for June: Day sorting June 10 - 11:30 am to 1 pm.
Evening Sorting June 24 - 6:30 pm to 8:30 pm.

8 b. **End of June Book sale.** This sale will be Saturday, Sunday, and Monday to provide accessibility to upper-level parking during less busy hours. Results will be assessed after the sale. Victoria will implement poster design and presentation on social media as well as coordinating the volunteer signup sheet with CPL. Here's the volunteer link https://caledon.library.on.ca/focpl-book-sale/

Saturday, June 27 - VIP Shopping or pay at the Door – 3 pm to 6 pm.

Sunday, June 28 - 10 am to 4 pm.

Monday June 29 - 10 am to 2 pm.

9. Any Other Business – none.

10. Adjournment at 8:21 pm.

11. Next Meeting Date: Monday, September 14, 2026, 6:30 pm at the Courtyards.