



Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
 Held on January 19, 2026 in the Library

Present	Susan Reany-Iskra Nancy Rosaasen Karen Smith Matthew Benson Suzanne Lockyer Caroline Goulding - CEO
Regrets	Angie Barton Catherine Kiewning
Guests	

1.0	Call to Order & Land Acknowledgement	The meeting was called to order by the Chair at 5:00 pm.	
2.0	Approval of the Previous Meeting Minutes	Motion 26-01 THAT the Dryden Public Library Board approve the minutes of the regular meeting of November 18, 2025 as amended. Moved by S Reany-Iskra; seconded by S Lockyer. APPROVED. Action items were not reviewed as they appear elsewhere on the agenda.	
3.0	Approval of the Agenda	Motion 26-02 THAT the Dryden Public Library Board approve the agenda as amended. Moved by N Rosaasen; seconded by K Smith. APPROVED.	
4.0	Delegations	None	
5.0	Declaration of Conflict of Interest	None declared.	
6.0	Reports	6.1 CEO Report	

		<ul style="list-style-type: none"> ○ See attached <p>6.2 Statistical Reports</p> <ul style="list-style-type: none"> ○ See attached ○ C Goulding shared some additional statistics verbally. ○ Overall, library use increased by 27% ○ Print circulation increased 1.5% in 2025, decreased physical circulation was driven by DVDs ○ Decreased digital circulation was driven by eBooks, all other forms of digital circulation increased in 2025 ○ Increased Library Service Requests are likely driven by better tracking ○ The number of in-person library visits is influenced by the number of computer users. Some of the regular computer users were unable to or chose not to attend the Library for reasons outside the Library's control. <p>6.3 Financial Report</p> <ul style="list-style-type: none"> ○ See attached ○ 0.8 of a pay period is not yet on the sheet as well as some other 2025 expenses. ○ Benefits will likely end significantly over what was budgeted. C Goulding has been communicating with the Payroll and Benefits Administrator about why that might be. ○ Sick time coverage was higher than what was budgeted. <p>6.4 Health and Safety Reports</p> <ul style="list-style-type: none"> ○ See attached <p>6.5 Building Maintenance Report</p> <ul style="list-style-type: none"> ○ See attached ○ The lights that were broken have been fixed <p>Motion 26-03 THAT the Dryden Public Library Board receive the following reports: CEO Report for January 2026 Statistical Report for December 2025 Financial Report for December 2025 Health and Safety Report for November & December 2025</p>	<p>Action: C Goulding to follow up about benefits</p>
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7.0	Decision Items	<p>7.1 Policy Approvals 7.1.1 OP-18 Emergency Preparedness S Reany-Iskra and C Goulding will meet to review suggested changes to the Emergency Plan.</p> <p>Motion 26-04 THAT the Dryden Public Library Board approve Policy OP-18 Emergency Preparedness, as presented. Moved by N Rosaasen; seconded by K Smith. APPROVED</p> <p>7.2 2022-2025 Strategic Plan Extension Motion 26-05 THAT the Dryden Public Library Board approve an extension to the Library’s Strategic Plan to December 31, 2026. Moved by S Reany Iskra; seconded by S Lockyer. APPROVED.</p> <p>7.3 ELFN Letter Motion 26-06 THAT the Dryden Public Library Board approve the letter to Eagle Lake First Nation, as amended. Moved by N Rosaasen; seconded by S Reany-Iskra. APPROVED.</p> <p>7.4 Resource Sharing Policy Motion 26-07 THAT the Dryden Public Library Board approve the addition of audio books to the Library’s Resource Sharing Policy. Moved by K Smith; seconded by N Rosaasen APPROVED.</p>	
8.0	Advocacy	<p>8.0 Advocacy M Benson received an email in response to the letter sent on behalf of the Library Board regarding the Library Book Rate.</p>	
9.0	Other Business/Questions	<p>9.1 Review of Strategic Plan Meeting The staff met and added additional items to the SWOT & PESTLE analysis. More points can be added to the document.</p>	

		<p>9.2 HR-Update – Closed session PLA (4)(b) personal matters about an identifiable individual Motion 26-08 THAT the Dryden Public Library Board go into a closed session to discuss personal matters about an identifiable person. Moved by S Lockyer; seconded by N Rosaasen APPROVED.</p> <p>Motion 26-09 THAT the Dryden Public Library Board returned from the closed session. Moved by S Reany-Iskra; seconded by N Rosaasen APPROVED.</p> <p>No motions arose out of the closed session.</p>	
10.0	Information Items	<p>10.1 HR-03 Professional Development and Training</p> <p>10.2 OP-08 Photographs The Board discussed whether this may be better suited as a procedure instead of a policy. It was suggested reference to the need to maintain procedures around photograph collection and use could be added to the Privacy Policy.</p> <p>10.3 OP-14 Facility Use</p> <p>10.4 2026 Program Plan Ask a Genealogist is missing from the Program list.</p> <p>10.5 2026 Facilities Maintenance Plan The City is responsible for maintenance of the Library’s buildings, however this document is used as a communication tool to ensure important information is not lost.</p> <p>10.6 2026 Collection Development Plan</p> <p>10.6 Collection Development Plan The per capita circulation rate is not tracked monthly, but is calculated annually as a part of the Ontario Public Library statistics package and locally as a part of the Annual Performance</p>	Action: C Goulding to circulate a copy of the Privacy Policy to the Board

		Measurement, Indicators and Statistics Report. In 2025, the Library's per capita circulation rate was 4.6. In 2024, libraries of a similar size in Ontario had a rate of 3.4 and all Ontario had a rate of 3.7.	
11.0	Next Meeting	Tuesday, February 17, 2026 @ 5:00 pm	
12.0	Adjournment	Motion 26-10 THAT the Dryden Public Library Board adjourn at 6:20 pm. Moved by S Lockyer. APPROVED.	