



**Dryden Public Library Board**  
**MINUTES OF THE REGULAR MEETING**  
**Held on November 17, 2025 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	<b>Call to Order &amp; Land Acknowledgement</b>	The meeting was called to order by the Chair at 5:00 pm.	
2.0	<b>Approval of the Previous Meeting Minutes</b>	<p><b>Motion 25-44</b> THAT the Dryden Public Library Board approve the minutes of the regular meeting of October 20, 2025 as amended. Moved by S Lockyer; seconded by N Rosaasen. <b>APPROVED.</b></p> <p>Action items were reviewed:</p> <ul style="list-style-type: none"><li>○ C Goulding to discuss deferred revenue with K Junko<ul style="list-style-type: none"><li>○ A meeting was held and a new process identified</li></ul></li><li>○ C Goulding, C Kiewning, and N Rosaasen will meet to discuss FN-03 Statement of Intellectual Freedom<ul style="list-style-type: none"><li>○ Deferred until the BCLA completes their Intellectual Freedom Statement review in the new year</li></ul></li><li>○ Staff to work with Chief Wood on a life jacket rental program.<ul style="list-style-type: none"><li>○ Work has begun on this initiative</li><li>○ DNFC may have some new, unused life jackets that could be given to the Library</li></ul></li><li>○ Approval of 2026 Draft Operating Budget</li></ul>	

		<ul style="list-style-type: none"> <li>Board approved the draft budget and it was submitted to Finance</li> </ul>	
3.0	<b>Approval of the Agenda</b>	<b>Motion 25-45</b> THAT the Dryden Public Library Board approve the agenda as presented. Moved by S Reany Iskra; seconded by S Lockyer. <b>APPROVED.</b>	
4.0	<b>Delegations</b>	<b>None</b>	
5.0	<b>Declaration of Conflict of Interest</b>	None declared.	
6.0	<b>Reports</b>	<p><b>6.1 CEO Report</b></p> <ul style="list-style-type: none"> <li>See attached</li> </ul> <p><b>6.2 Statistical Reports</b></p> <ul style="list-style-type: none"> <li>See attached</li> <li>Possible issue with the data label for the circulation graph, C Goulding to investigate</li> <li>Overall, library use is up and the cost per use is down</li> <li>Significant increases in the number of database uses related to the Virtual Author Talk service purchased by the Friends of the Library</li> <li>Board discussed active versus passive programs. Staff are scheduled to update the programming plan later in the week, a copy of the plan will be given to the Board as a part of their January meeting package</li> </ul> <p><b>6.3 Financial Report</b></p> <ul style="list-style-type: none"> <li>See attached</li> <li>Significantly underspent YTD. The Library is on target for revenue but expenses are lower than anticipated. Centennial programming cost much less than projected. Collection development is underspent, however this budget will be fully expended by the end of the year. Centennial donations have not yet been deferred as well</li> <li>S Maenpaa is working on the book donation tree again, funds collected will be deferred to next year.</li> </ul>	

		<p><b>6.4 Health and Safety Reports</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> </ul> <p><b>6.5 Building Maintenance Report</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> </ul> <p><b>Motion 25-46</b> THAT the Dryden Public Library Board receive the following reports:  CEO Report for November 2025  Statistical Report for October 2025  Financial Report for October 2025  Health and Safety Report for October 2025  Building Maintenance Report for November 2025  Moved by K Smith; seconded by S Reany Iskra. <b>APPROVED.</b></p>	
7.0	<b>Decision Items</b>	<p><b>7.1 Policy Approvals</b></p> <p>7.1.1 HR-02 Health and Safety</p> <p>7.1.2 HR-04 Prevention of Workplace Discrimination, Harassment, Sexual Harassment, and Workplace Violence</p> <p>7.1.3 HR-05 Working Alone</p> <p><b>Motion 25-47</b> THAT the Dryden Public Library Board approve the following three policies as presented:</p> <ul style="list-style-type: none"> <li>• HR-02 Health and Safety</li> <li>• HR-04 Workplace Discrimination, Harassment, Sexual Harassment, and Workplace Violence</li> <li>• HR-05 Working Alone</li> </ul> <p>Moved by K Smith; seconded by N Rosaasen. <b>APPROVED</b></p> <p><b>7.2 Strategic Planning Framework</b></p> <ul style="list-style-type: none"> <li>• The Board discussed the framework. It was generally decided that the length of the plan should allow for the incoming Board to be able to have at least a year to see the implementation of the plan.</li> </ul>	<p><b>Action:</b> C Goulding will email the Friends seeking a volunteer to join the</p>

		<ul style="list-style-type: none"> <li>• Extending the current plan by a year to ensure the Library is no without a plan was discussed.</li> <li>• The Board decided to hold separate strategic planning meetings, with brief updates on progress given as a part of meetings.</li> <li>• C Goulding will seek volunteers for assistance as necessary.</li> <li>• Feedback will be sought from Library staff, it may be difficult to have staff attend the meetings themselves dependent on the timing of the meetings.</li> <li>• Drafts of the plan will be sent to key partners and the Working Circle for feedback when it is available.</li> </ul> <p><b>Motion 25-48</b> THAT the Dryden Public Library Board approve the concept and timeline for the future Strategic Plan. Moved by S Reany Iskra; seconded by S Lockyer. <b>APPROVED.</b></p> <p><b>7.3 BL-01 Board Bylaws</b> The Board reviewed and discussed suggested changes to the Bylaws.</p> <p><b>Motion 25-49</b> THAT the Dryden Public Library Board approve the the Policy BL-01 Board Bylaws as amended. Moved by K Smith; seconded by N Rosaasen. <b>APPROVED</b></p>	Strategic Planning Committee
8.0	<b>Advocacy</b>	<p><b>8.0 Advocacy</b></p> <p><b>8.1 Radio Interview</b> C Goulding was interviewed by Acadia Broadcasting about the Virtual Author Talks program.</p>	
9.0	<b>Other Business/Questions</b>	<p><b>9.1 ELFN Contract</b> The Board discussed the ELFN Contract. It was decided to mail a letter outlining what the PLOG is and that we can help, desire to move to a calendar year schedule, and that the Library would like to either bring Chief and Council to the Library for a tour or visit the Community to talk about our services.</p>	Action: C Goulding to draft a letter

10.0	<b>Information Items</b>	<b>10.1 OP-18 Emergency Preparedness</b> C Goulding outlined the policy. There are no significant changes suggested. Library policies are not reviewed by a lawyer.	
11.0	<b>Next Meeting</b>	Monday, January 19, 2026 @ 5:00 pm	
12.0	<b>Adjournment</b>	<b>Motion 25-50</b> THAT the Dryden Public Library Board adjourn at 6:35 pm. Moved by S Lockyer. <b>APPROVED.</b>	