



**Dryden Public Library Board**  
**MINUTES OF THE REGULAR MEETING**  
 Held on February 17, 2026 in the Library

Present	Susan Reany-Iskra Nancy Rosaasen Karen Smith Matthew Benson Angie Barton Suzanne Lockyer Caroline Goulding - CEO
Regrets	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>To be reflected in the minutes of the meeting</b>	<p><b>Motion 2026-11</b> THAT the Dryden Public Library Board approve the creation of a bank draft from their account for \$29,747.99 to be paid to the City of Dryden. This amounts includes 2025 operating revenue from three sources:</p> <ul style="list-style-type: none"> <li>• Public Library Operating Grant and Pay Equity Grant = \$16,824</li> <li>• Young Canada Works in Heritage Organizations Grant = \$9,182.99</li> <li>• Summer Employment Opportunities Grant = \$3,741</li> </ul> <p>Moved by A Barton; seconded by S Lockyer. <b>APPROVED.</b></p>	
3.0	<b>Approval of the Previous Meeting Minutes</b>	<p><b>Motion 26-12</b> THAT the Dryden Public Library Board approve the minutes of the regular meeting of January 19, 2026 as presented. Moved by K Smith; seconded by S Lockyer. <b>APPROVED.</b></p> <p>The first action item was reviewed:</p>	

		<ul style="list-style-type: none"> <li>• The large variance of ~20k in actual versus budgeted benefits can be attributed to a variety of sources: <ul style="list-style-type: none"> <li>○ Did not budget for CPP for all staff.</li> <li>○ Only budgeted for regular OMERS expenses. During budgeting we were told that we could not include anticipated higher costs related to parental leave. An employee on parental leave can buy-back their OMERS from when they were on parental leave within one year of their return. The entire leave's time is assessed at the time of the buy-back, meaning that in that fiscal you are assessed that year's contribution and the previous year(s).</li> <li>○ Group benefits increased by 5.1% mid-year. Additionally, The current system is not robust enough to capture Acting roles. The Payroll and Benefits Administrator will be doing a journal to correct this aspect.</li> <li>○ The budget can only capture costs related to direct employees; there are shared service costs related to items like WSIB where we are assessed a portion of non-library staff rates.</li> <li>○ Increased use of on-calls related to leaves.</li> </ul> </li> <li>• The Board questioned how this type of variance can be monitored in the future. Moving forward, the Board is aware that Benefits will typically be higher than budgeted. This year would have been difficult to monitor as the timing of when certain expenses were assessed.</li> </ul>	
4.0	<b>Approval of the Agenda</b>	<b>Motion 26-13</b> THAT the Dryden Public Library Board approve the agenda as presented. Moved by S Lockyer; seconded by N Rosaasen. <b>APPROVED.</b>	
5.0	<b>Delegations</b>	None	

6.0	<b>Declaration of Conflict of Interest</b>	None declared.	
7.0	<b>Reports</b>	<p><b>7.1 CEO Report</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> <li>○ The Library is now only hosting one co-op student</li> </ul> <p><b>7.2 Statistical Reports</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> <li>○ The Centennial led to higher program and attendance counts last year, there is likely to be lower statistics this year for that reason. C Goulding shared 2024 statistics verbally for comparison.</li> </ul> <p><b>7.3 Financial Report</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> <li>○ Statement was not final and was missing a pay period. C Goulding shared verbally that the Library currently has an approximate surplus of \$2,417.15.</li> </ul> <p><b>7.4 Health and Safety Reports</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> </ul> <p><b>7.5 Building Maintenance Report</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> </ul> <p><b>7.6 Super Conference Report</b></p> <ul style="list-style-type: none"> <li>○ See attached</li> <li>○ The Board discussed the issues around bathroom access.</li> </ul> <p><b>Motion 26-14</b> THAT the Dryden Public Library Board receive the following reports:  CEO Report for February 2026  Statistical Report for January 2025  Financial Report for January 2025  Health and Safety Report for January 2025  Building Maintenance Report for February 2026  Super Conference Report for February 2026  Moved by S Reany Iskra; seconded by A Barton. <b>APPROVED.</b></p>	<b>Action:</b> C Goulding to review M Benson’s budget sheet
8.0	<b>Decision Items</b>	<b>8.1 Policy Approvals</b>	

		<p><b>8.1.1 HR-03 Professional Development and Training</b>  <b>Motion 26-15</b> THAT the Dryden Public Library Board approve Policy HR-03 Professional Development and Training, as presented. Moved by A Barton; seconded by K Smith. <b>APPROVED</b></p> <p><b>8.1.2 OP-08 Photographs / OP-03 Privacy</b>  <b>Motion 26-16</b> THAT the Dryden Public Library Board approve a Procedure for Photographs, within the Policy OP-04 Privacy, as amended. Moved by K Smith; seconded by N Rosaasen. <b>APPROVED</b></p> <p><b>8.1.3 OP-14 Facility Use and Meeting Room Request</b>  <b>Motion 26-17</b> THAT the Dryden Public Library Board approve Policy OP-14 Meeting room Rental, as presented. Moved by S Reany Iskra; seconded by A Barton. <b>APPROVED</b></p> <p><b>8.2 2025 Annual Report</b>  <b>Motion 26-18</b> THAT the Dryden Public Library Board approve the 2025 Annual Report, as presented. Moved by S Lockyer; seconded by N Rosaasen. <b>APPROVED.</b></p>	
9.0	<b>Advocacy</b>	<p><b>9.0 Advocacy</b>  The Board discussed the recent news coverage.</p>	
10.0	<b>Other Business/Questions</b>	<p><b>10.1 Review of Strategic Plan Meeting</b>  The Board discussed the questions; it was recommended to change the wording of “like least” to “what would you improve”.</p> <p><b>10.2 2026 Annual Performance Measurement, Indicators, and Statistics Report.</b>  The Board reviewed the report and the statistics found within. They further discussed specifics of the collection and number of active users. The Equipment collection includes audiovisual items as well as an overhead projection and screen reader. Staff are already working on the action items related to eResources. The Board discussed the space constraints and possible solutions in the lower level for high</p>	<p><b>Action:</b> C Goulding to update wording and distribute to the Board.</p>

		demand collections including, moving the DVD collection and how they are housed and moving where new items are located.	
11.0	<b>Information Items</b>	<p><b>11.1 OP-20 Records Management</b> Only one substantive change, adding reference to the City’s Records Management and Legislative Coordinator.</p> <p><b>11.2 2026 Workplan</b> Staff use this document which gathers all the action items from the Library’s various planning documents into a single location.</p> <p><b>11.3 2026 Technology Plan</b> Extension of plan to align with the extension of the Strategic Plan. A new plan will be developed once the Strategic Plan is finalized.</p> <p><b>11.4 Finance Year-End Processes</b></p>	<b>Action:</b> C Goulding to include the length of the plan on the first page.
12.0	<b>Next Meeting</b>	Tuesday, March 24 <sup>th</sup> at 6:30pm	
13.0	<b>Adjournment</b>	<b>Motion 26-19</b> THAT the Dryden Public Library Board adjourn at 6:35 pm. Moved by S Lockyer. <b>APPROVED.</b>	