

Stormont, Dundas and Glengarry County Library Board

Minutes

November 20, 2025, 5:00 p.m.

Long Sault Branch

50 Mille Roches Road, Long Sault ON

Members Present: Margaret MacDonald, Chair; Tony Fraser, Vice-Chair; Jason Broad; Francois Landry; Lachlan McDonald; Jim Algire; Jo-Anne McCaslin

Staff Present: Rebecca Luck, Director of Library Services; Emily Andrews, Community Librarian; Maria Steffen, Communications and Marketing Coordinator; Jessica Lomborg, District 2 Supervisor; Caleigh Baker, Library Services Assistant (Long Sault Branch)

1. **Call to Order** – Meeting was called to order at 5:06pm.

2. **Adoption of Agenda**

Moved by Jo-Anne McCaslin

Seconded by Jim Algire

That the Stormont, Dundas and Glengarry County Library Board approve the Meeting Agenda, as presented.

CARRIED

2.1 **Additions, Deletions or Amendments**

3. **Declaration of Pecuniary Interest** – None

4. **Adoption of Minutes**

4.1 **Library Board Regular Meeting Minutes - October 23, 2025**

Moved by Jason Broad

Seconded by Tony Fraser

That the Stormont, Dundas & Glengarry County Library Board approve the Minutes of the October 23, 2025 regular meeting, as written.

CARRIED

5. Delegations

Caleigh Baker, Library Services Assistant at the Long Sault branch, provided the Board with a quick overview of the branch.

5.1 Tri-County Literacy - Carol Anne Maloney

Carol Anne Maloney, Coordinator of Volunteers at the Tri-County Literacy Council provided the Board with an update on the organisation's mandate and how the organisation assists members of the community.

6. Consent Items

Moved by Jo-Anne McCaslin

Seconded by Lachlan McDonald

That the Stormont, Dundas and Glengarry County Library Board approve all items listed under the Consent Items section of the Agenda, as presented.

CARRIED

6.1 Statistical Summary (Circulation) - October 2025

6.2 Financial Report - October 2025

6.3 Director of Library Services Report - October 2025

6.4 Correspondence

7. Action Items

7.1 2026 Budget - Library Services

Moved by Lachlan McDonald

Seconded by Frank Landry

That the Stormont, Dundas, and Glengarry County Library Board approve the 2026 Library Budget, as presented, and have it forwarded for consideration to the Council of the United Counties of SDG.

CARRIED

In accordance with the Auditor's report, the 2024 year-end showed a surplus of \$336,810. In 2025, \$122,242 of that surplus was applied to the budget, and the approved 2026 budget allocates a further \$133,500 from the remaining surplus. The Board members discussed options of reallocating all remaining surplus to a specific reserve.

Moved by Jason Broad

Seconded by Tony Fraser

That the Stormont, Dundas, and Glengarry County Library Board approve to transfer \$81,068 from Library Surplus to Library Reserve, specifically earmarked for 'Building Reserves'.

CARRIED

7.2 Generative AI Policy

Moved by Jim Algire

Seconded by Jo-Anne McCaslin

That the Stormont, Dundas, and Glengarry County Library Board approve the Generative AI Policy, as presented.

CARRIED

8. Discussion Items

8.1 Canadian Library Month in Review

8.2 2026 Regular Meeting Dates and Locations

8.3 2026 Board Meeting Topics

8.4 Director of Library Services - Performance Review

8.5 OLS Board Assembly Meeting - Fall 2025

9. In Camera

10. Adjournment

Moved by Tony Fraser

Seconded by Jason Broad

That the Regular Meeting of the Stormont, Dundas and Glengarry County Library Board be adjourned, to meet again on February 12, 2026, or at the Call of the Chair.

CARRIED

Board Chair/Vice Chair

Secretary