

**King Township Public Library Board Meeting**  
**APPROVED MINUTES – January 20, 2026**  
**KING CITY BRANCH**

Board Present:	Caroline Anderson (C), Irene deGeus, Rose Grimaldi, Patti Skrypek
Board Virtual:	Michael Tedesco (FC), Danielle Donadio, Councillor David Boyd, Mayor Steve Pellegrini
Staff Present:	Adele Reid, Mark Cornell, Jade Wyse, Domenica Lollo
Staff Virtual:	Kelley England
Regrets:	
Absent:	Councillor Jordan Cescolini, Aleisha Richards (VC)
Guests:	

1. **Call to Order**  
Chair Caroline Anderson called the meeting to order at 7:00 p.m.
2. **Approval of the Agenda**  
**Motion 2026-01-01: Board meeting agenda**  
*Moved by Irene de Geus, seconded by Patti Skrypek, that the Board approve the agenda as amended. Carried.*
3. **Declarations of Conflict of Interest – ∅**
4. **Election of the Executives – Discussion and Pending Appointments**  
The Board voted in favour of extending the terms of the current Board Executive Officers, who will continue to serve in their respective roles until the conclusion of the present term in 2026.  
**Motion 2026-01-02: Election of the Executives**  
*Moved by Patti Skrypek, seconded by Councillor David Boyd, that the Board confirm and approve the continued appointment of the standing Executive Officers (Chair, Vice Chair, and Financial Chair), and that they shall remain in their respective roles until the conclusion of the current term ending in 2026. Carried.*
5. **Approval of the Minutes**
  - 5.1 **Approval of the Preceding Board Meeting minutes – November 18, 2025**  
**Motion 2026-01-03: Board meeting minutes – November 18, 2025**  
*Moved by Caroline Anderson, seconded by Rose Grimaldi, that the Board receive and approve the Board meeting minutes as presented. Carried.*

6.

**Business Arising from the Minutes**

**6.1 Introduction – Jade Wyse – Manager, Collection Development**

CEO Adele Reid was pleased to introduce our new Manager of Collection Development, Jade Wyse. Ms. Wyse joins us from the Shelburne Public Library, bringing more than 11 years of experience across several roles, most recently serving as the Technical Services & Communications Librarian. Her extensive background and expertise will be an asset to KTPL.

**6.2 Policy Committee – Vacant Member Position**

Following the recent resignation of Board Member Patti Skrypek from the Policy Committee, a vacancy now exists that must be filled. CEO Adele Reid will be reaching out to individual Board members to identify a suitable replacement for this vital role. Current committee members noted that the position requires an estimated commitment of approximately three hours per month. This topic will be on the February agenda.

7.

**Correspondence**

**7.1 Correspondence – Sent to MP's – Re: Bill C-15**

Board Chair Caroline Anderson recently sent correspondence, on behalf of the Board, to local MP Anna Roberts and Minister Joël Lightbound outlining concerns regarding amendments to the Canada Post Corporation Act in Bill C-15. This federal budget bill removes longstanding legal protections that guarantee discounted postage rates for libraries and free mailing of materials for individuals who are blind or print-disabled. Its passage could significantly increase the cost of shipping library materials. This would jeopardize interlibrary loan (ILLO) services, particularly in rural and remote communities, and reduce access to braille and other accessible formats provided through organizations such as the Centre for Equitable Library Access (CELA). For example, mailing a 3-lb book within the GTHA currently costs under \$3, but without the protected rate, the cost could exceed \$20. Although Canada Post has indicated an intention to maintain these services, libraries emphasize that without legislative safeguards, these essential programs may become financially unsustainable or cease entirely.

MP Roberts responded promptly, expressing strong support for libraries and formally requesting that Minister Lightbound engage in consultation with public libraries and library associations to fully understand the potential impacts of Bill C-15.

Bill C-15 has not yet been passed into law. As of December 2025, it was still at Second Reading in the House of Commons, with committees preparing to study it further.

Advocacy groups, provincial library associations, and national accessibility organizations are actively lobbying the federal government to remove or amend the sections affecting library mailing rates.

**Motion 2026-01-04: Correspondence Sent/Received**

*Moved by Mayor Steve Pellegrini, seconded by Irene de Geus, that the Board receive the correspondence for information, as presented. Carried.*

## 8.

### Reports

#### 8.1 Business Objectives: 2025 Results and 2026 Plan

CEO Adele Reid presented an update on the 2025 and 2026 Business Plan Goals.

Given the vacancies experienced in 2025, Ms. Reid was pleased with the rate of completion of 2025 priorities. Projects not completed included the HR Policy update, which in June, Ms. Reid advised the Board that work would be postponed enabling her support of the Collection and IT team in the absence of a manager, as well as to carry out recruitment. The municipal integration and MOU projects were also delayed, largely due to Township capacity - Township resources were not available until late October for both payroll and IT. These projects are still in progress and targeted to be complete by mid 2026. While not a thematic priority in 2026, work will continue for the CEO office, Digital Services and Branch Operations teams on transitioning to municipal platforms. Ms. Reid reported that Pay Period 1 of 2026 was successfully transacted through the Township, and that Accounts Payable would also be handled by the Township for 2026.

For 2026, the leadership team has identified 3 overarching thematics, which align with KTPL's Vision, Value and Mission, and the strategic pillars of People, Connections and Spaces. Informed by these 3 thematics, each department has identified what they will focus on to achieve these goals, which will then inform our staff's Performance Development and Recognition Process objectives for 2026.

#### 8.2

##### 2025 – YE Estimate Update (Verbal)

As was reported in the final meeting of 2025, the year will end with a favourable variance. Several revenue-based factors contributed:

- \$30K of interest on the Board's bank account
- \$14K received from the Canada Summer Jobs grant, which covered the summer students who carried out the very success 2025 summer reading club
- a \$5000 donation from a long-time patron
- a \$3000 lift in printing, program fee and Makeit Lab cost recovery

The biggest contributing factor was staffing vacancies - between a maternity leave, turnover and unplanned absences, we spent nearly \$67K less on pay and benefits. While one might call this a savings, it came at a cost of postponed projects and cancelled programs.

Some of the favourable variance was applied to unplanned but required fixes and unfunded capital needs, such as the lower level doors lock issues, better chairs for the Nobleton program room, KC lighting and door issues and new display shelving in Nobleton. This remainder of the variance would traditionally be put into reserve to assist with funding of future expansion and major updates, like shelving and furnishings. However, it appears that a large portion will be required to bridge the transition from the Library's cash accounting for payroll expenses to the Township's

accrual basis. Once the new Director Finance starts in February, Ms. Reid will talk to her about options for such a transition variance. However, it is anticipated that given cost pressures that the Township faces, it is unlikely that this cost can be covered through additional funding. KTPL will need to cover through the favourable year-end financial position. Net, despite this unforeseen cost, there will still be a small favourable variance.

#### **Motion 2026-01-05: Business Objectives**

*Moved by Patti Skrypek seconded by Caroline Anderson, that the Board receive and accept the Business Objectives report for information as presented. Carried.*

**9. Policy Review and Updates – Ø**

**10. Information**

**10.1 CEO Report**

The Board reviewed the written CEO Report submitted by Adele Reid and accepted it as presented.

**10.2 Stats-at-a-Glance – Annual – 2025**

Kelley England reported that the overall statistics for 2025 demonstrated continued usage growth. The data collected throughout the year will form the basis of KTPL’s annual report and the provincial annual survey of public libraries. This data is also reported in the Township’s Headline Performance Measurements for public viewing. Board Member Patti Skrypek recommended sharing these highlights with the community through an eBlast, noting that the information is both engaging and provides valuable insight into the library’s services and impact across the community.

**10.3**

**Tell 5 People – *Consumer Health Complete***

Mark Cornell presented the database *Consumer Health Complete*, which is an online learning platform that offers easily understood information from medical encyclopedias, reference books, magazine articles, evidence-based reports, fact sheets and pamphlets. It also includes drug and herb information, alternative sources, images and diagrams, and videos and animations. Board members were requested to promote this database by sharing it with at least five people.

#### **Motion 2026-01-06: Information Reports – January 2026**

*Moved by Rose Grimaldi seconded by Michael Tedesco, that the Board receive and accept the information reports for January 2026, as presented. Carried.*

**11. New Business – Ø**

**12. Member Announcements**

**12.1** ➤ *Patti Skrypek*

- The Township of King, in partnership with Arts Society King (ASK), will host the fourth Mayor's Cultural Gala on Thursday, February 26 at The Manor Event Venue, 16750 Weston Road. The evening will include an exclusive silent auction featuring the original paintings created by King Township Council members during the Cabernet & Canvas event held this past September. Proceeds from the gala will help advance the important work of ASK and the King Heritage & Cultural Centre.

13.

**Adjournment**

**Motion 2026-01-07: Adjournment**

*Moved by Caroline Anderson, seconded by Irene de Geus, that the Board meeting be adjourned. Carried.*

The meeting adjourned at 8:19 p.m.

*Caroline Anderson*

**Board Chair**



**Chief Executive Officer**

*Feb 17, 2026*

**Date**