

Fort Frances Public Library

Board Meeting Minutes

Thursday, January 15, 2026

The meeting of the Fort Frances Public Library Board took place in the Shaw Community Hub at the Fort Frances Public Library Technology Centre on Thursday, January 15, 2026 @ 4:35pm.

Board Members in attendance: Sheri De Gagné, Robin Dennis, Hue Eldridge, Tanis Fretter, Deputy Mayor Mike Behan, Mayor Andrew Hallikas, Councillor Bill Morrison Jr., Ken Kellar

Staff in attendance: Nadine Cousineau – CEO

Regrets: Elisa McLeod – Recreation & Culture Manager

Call to order @ 4:35pm by Sheri De Gagné

Respect & Acknowledgement:

Read by Hue E: We respectfully acknowledge that the Fort Frances Public Library is located on the traditional territory of Treaty 3. We honour the land and are committed to our relationship with all First Nations, Métis and Inuit Peoples who have stewarded these lands and waters for generations.

Announcements: Recreation & Culture Manager, Elisa McLeod has tendered her resignation and will be relocating for a new position early February 2026.

1. Declaration of Conflict of Interest -none

2. Approval of the Agenda & Call for non-Agenda Issues

MOTION#2026-01 Motion to accept the agenda of January 15, 2025.

Moved by Robin D.

Seconded by Hue E.

CARRIED

3. Minutes of Previous Meetings

a. November 20, 2025

b. December 18, 2025

MOTION#2026-02 Motion to accept the minutes of the November 20, 2025 and December 18, 2025 meetings.

Moved by Tanis F.

Seconded by Mike B.

CARRIED

4. Business Arising from Minutes

- a. Nadine shared that three copies of the Truth & Reconciliation Calls to Action booklets have been added to the Library collection. She is still looking into selling copies at the Library.
- b. Question regarding the surplus of the 2025 operating budget and which reserve fund it will go to. Nadine will contact the Town Treasurer to find out.

5. Financial Report

- a. Budget YTD
 - i. Nadine discussed the remaining outstanding invoices for 2025 and the final figures for the 2025 operating budget.

MOTION#2026-03 Motion to accept the financial report of January 15, 2026.

Moved by Bill M.

Seconded by Ken K.

CARRIED.

- b. GIC Investments
 - i. Nadine presented investment rates for both GIC and Bonds to the Board, supplied by the Town Treasurer.
 - ii. Discussion regarding investing in GICs versus Bonds.
 - iii. The Board directed Nadine to invest \$1,000,000 into a 3-year term Bond and \$500,000 into a 1-year term Bond.

6. CEO Report

- a. Nadine added to the report that the new computer lab chairs had arrived that day.
- b. Discussion regarding the increase in programming attendance and circulation statistics.
- c. Discussion regarding positive partnerships between the Library and community organizations.
- d. Discussion regarding the addition of Yoto Players as a new format to the Children's Collection.

MOTION#2026-04 Motion to accept the CEO report of January 15, 2026, as amended.

Moved by Robin D.

Seconded by Hue E.

CARRIED

7. Items for Action/Discussion

a. In-camera Session

MOTION#2026-05 Motion to go in-camera @ 4:58pm due to labour relations or employee negotiations.

Moved by Tanis F.

Seconded by Mike B.

CARRIED

The Board moved out of camera @ 5:06pm.

MOTION#2026-06 Motion to accept the minutes of the in-camera session of November 20, 2025.

Moved by Bill M.

Seconded by Ken K.

CARRIED

8. Policy Review

a. HR-07 Performance Appraisal

b. HR-14 Progressive Discipline

- i.** Discussion regarding policies HR-07 and HR-14. More work is needed to ensure both policies align with the Collective Agreement.

Andrew H. left the meeting

c. OP-19 Donations

- i.** Discussion regarding donor recognition. Nadine will create a Donor Recognition Program to ensure consistency in recognizing Library and Friends of the Library donations.

9. Communication between Staff and Board – none

10. Information Items

a. Correspondence

- i. Accreditation Letter
- b. Mini Yoto Players – New format for Children’s Collection
- c. Friends of the Library Meeting Minutes

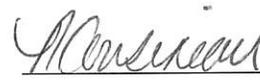
11. Adjournment and stating of next meeting date

MOTION#2026-07 Motion to adjourn the Library Board meeting of January 15, 2026 @ 5:42pm. Moved by Bill M.
Seconded by Mike B.
CARRIED

The next meeting will be February 19, 2026 @ 4:35pm.



Sheri De Gagné, Board Chair



Nadine Cousineau, CEO