

Fort Frances Public Library
Board Meeting Minutes
Thursday, September 17, 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, September 17, 2026 @ 4:35pm.

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

Staff in attendance: Nadine Cousineau – CEO

Regrets: Tanis Fretter

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

Respect & Acknowledgement:

Read by Ken K: 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.

1. Declaration of Conflict of Interest -none

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

MOTION#2026-48 Motion to accept the agenda of September 17, 2026.

Moved by Robin D.

Seconded by Hue E.

CARRIED

3. Minutes of Previous Meetings

a. June 9, 2026

MOTION#2026-49 Motion to accept the minutes of the June 9, 2026 meeting.

Moved by Mike B.

Seconded by Ken K.

CARRIED

4. Business Arising from Minutes - none

5. Financial Report

- a. Budget YTD
 - i. Discussion regarding revenue, including outstanding revenue from the Shaw Community Hub, revenue generated from the Teddy Bear Picnic, and donations received throughout June, July, and August.
 - ii. Generous donations received from the Friends of the Library, OPSEU Rainbow Alliance, Borderland Pride via ETFO, donations made in memory of Christine Eisenzopf and Patricia Basaraba, and several fine-free library memberships.
 - iii. Discussion regarding expenses, including summer programming expenses not yet recorded, hourly part-time wages, updated entries in the electrical expense line, and repairs and maintenance costs.
- b. Reserves
 - i. Report from the ToFF Treasurer regarding the status of the Library's investments.

MOTION#2026-50 Motion to accept the financial report of September 17, 2026.

Moved by Bill M.

Seconded by Robin D.

CARRIED

6. CEO Report

MOTION#2026-51 Motion to accept the CEO Report of September 17, 2026.

Moved by Hue E.

Seconded by Ken K.

CARRIED

7. Items for Action/Discussion

- a. Strategic Planning Summary Report
 - i. Discussion regarding elements of the first draft of the 2027-2031 Strategic Plan including the mission statement, vision statement, values, strategic priorities and goals.
 - ii. Nadine outlined the next steps in the strategic planning process, with the new plan scheduled to launch in January 2027.

MOTION#2026-52 Motion to approve the 2027-2031 Strategic Plan first draft, as amended.

Moved by Bill M.

Seconded by Robin D.

CARRIED

- b. New Service – Birthday Parties

- i. Discussion regarding the launch of children's birthday parties as a new service offered by the library.
- ii. Discussion regarding fees and comparable services in Fort Frances.

MOTION#2026-53 Motion to approve new program - birthday parties for children.
Party packages price \$165 +HST.
Moved by Hue E.
Seconded by Ken K.
CARRIED

8. Policy Review

- a. HR-01 Prevention of Discrimination and Harassment
- b. HR-02 Prevention of Workplace Violence
- c. HR-03 Health and Safety
- d. HR-13 Psychological Health and Safety

MOTION#2026-54 Motion to approve policies HR-01, HR-02, HR-03 and HR-13 and move to a 1-year review.
Moved by Mike B.
Seconded by Robin D.
CARRIED

9. Communication between Staff and Board

- i. Email communication from IT Coordinator.
- ii. The Board expressed its appreciation to staff for their continued hard work and dedication, as well as their increased presence in the public schools.

10. Information Items

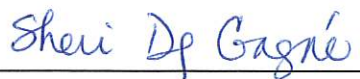
- a. Correspondence - none

11. Stating of next meeting date

The next FFPL Board Meeting will be October 15, 2026 @ 4:35pm.

12. Adjournment

MOTION#2026-55 Motion to adjourn the FFPL Board meeting of September 17, 2026 @ 5:33pm.
Moved by Mike B.
Seconded by Bill M.
CARRIED



Sheri De Gagné, Board Chair



Nadine Cousineau, CEO