

Fort Frances Public Library
Board Meeting Minutes
Thursday, February 19, 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, February 19, 2026 @ 4:35pm.

Board Members in attendance: Sheri De Gagné, Robin Dennis, Hue Eldridge, Tanis Fretter, Councillor Bill Morrison Jr., Ken Kellar

Staff in attendance: Nadine Cousineau – CEO

Regrets: Mayor Andrew Hallikas, Deputy Mayor Mike Behan

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

Respect & Acknowledgement:

Read by Robin D: 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: The IT Manager position at the Town of Fort Frances is currently vacant.

1. Declaration of Conflict of Interest - none

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

i. Added to agenda:

7. Items for Action/Discussion

b. Robert Horton Article in Fort Frances Times

MOTION#2026-08 Motion to accept the agenda of February 19, 2026 as amended.

Moved by Hue E.

Seconded by Ken K.

CARRIED

3. Minutes of Previous Meetings

- a. January 15, 2026

MOTION#2026-09 Motion to accept the minutes of the January 15, 2026 meeting.

Moved by Bill M.

Seconded by Tanis F.

CARRIED

4. Business Arising from Minutes

- a. 2025 Operating Budget Surplus
 - i. Nadine met with the ToFF Treasurer to discuss the possibility of allocating the 2025 operating budget surplus to the Town-controlled "Public Library & Technology Centre" reserve fund, where it would be designated for future building-related capital expenses.

5. Financial Report

- a. Budget YTD
 - i. Nadine noted that the postage rebate for 2025 was less than previous years. This is likely due to the ILL disruption from the Canada Post strike.
 - ii. Discussion regarding the high cost reflected in the electrical expense line. Nadine will provide the formula used to calculate our share of the electrical costs at the next meeting.
 - iii. Discussion regarding a possible electrical audit of the building.

MOTION#2026-10 Motion to accept the financial report of February 19, 2026.

Moved by Ken K.

Seconded by Bill M.

CARRIED

6. CEO Report

- i. Nadine updated the report to include two incidents that occurred in the library over the past week.
- ii. The Board discussed the presence of the OPP at the library and potential steps to take to enhance safety measures, including staff training.
- iii. A suggestion was made to contact the Northwestern Health Unit regarding its 2022 Supervised Consumption Services Needs Assessment. Nadine will follow up to inquire about the outcomes of the assessment and any related initiatives undertaken since 2022.

MOTION#2026-11 Motion to accept the CEO report of February 19, 2026.

Moved by Hue E.

Seconded by Bill M.

CARRIED

7. Items for Action/Discussion

- a. MOU between ToFF and FFPLTC
 - i. Held in abeyance until Collective Agreement is complete.

- b. Robert Horton Article in Fort Frances Times
 - i. The Board discussed Robert’s recent article in the Fort Frances Times highlighting the importance of libraries in communities, and how the article could be used as a Board recruitment tool.

- c. In-camera Session

MOTION#2026-12 Motion to go in-camera @ 5:18pm due to labour relations or employee negotiations.

Moved by Hue E.

Seconded by Ken K.

CARRIED

The Board moved out of camera @ 5:35pm.

MOTION#2026-13 Motion to accept the minutes of the in-camera sessions of January 15, 2026.

Moved by Bill M.

Seconded by Robin D.

CARRIED

8. Communication between Staff and Board – none

9. Information Items

- a. Correspondence
 - i. Discussion regarding a letter from an anonymous patron who expressed appreciation for the library service they received.

- b. OLA Super Conference 2026 Report

- c. Friends of the Library Meeting Minutes – January 15, 2026

10. Stating of next meeting date & Adjournment

The next FFPL Board meeting will be March 26th, 2025 @ 4:35pm.

February 19, 2026

MOTION#2026-14 Motion to adjourn the FFPL Board meeting of February 19, 2026 @ 5:42pm.

Moved by Robin D.

Seconded by Hue E.

CARRIED



Sheri De Gagné, Board Chair



Nadine Cousineau, CEO