

**Smiths Falls Public Library Board Minutes**

**Date:** January 21, 2025  
**Location:** Zoom  
**Time:** 6:03 p.m.  
**Adjournment:** 7:59 p.m.

**In attendance:** A. Guerin S. Martin  
M. Murphy C. Cummings  
C. Mariona (part-time) S. McLean Knapp  
A. Foster, CEO/Chief Librarian

**Regrets:** J. Miller R. Cauley  
M. Gallagher

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<b>Agenda / Item / Issue</b>	<b>Discussion / Action</b>
1. Call to order	A. Guerin called the meeting to order at 6:03 p.m.
2. Land Acknowledgement	The partial Land Acknowledgement Statement for the Town of Smiths Falls was read by A. Guerin.
3. Approval of the Agenda	<b>Motion: S. McLean Knapp moved the approval of the agenda as approved. Seconded by C. Mariona. Carried.</b>
4. Pay Equity Results	<p>A. Guerin noted that the town sent the pay equity results just before Christmas and the Finance Committee met in early January.</p> <p>A. Foster noted three possible options: 1) going with the town's recommendations, 2) not considering the "b" and "a" steps below step 1, and 3) having all employees at the highest step they'd reached. The steps below Step 1 haven't existed before but were recommended by the town's consultant as the increases would be high. There was concern about whether going with this option would be equitable or even legal. Staff would be retroactively paid to January 1, 2025. There were also questions about staff from before that time as this process to over a year to complete. There were also questions regarding how staff should through the steps, why there is no pay flexibility within steps, and if there are ways to reward exemplary service. A. Foster will ask N. Bennett at the town for clarification. The board did not feel they had enough information to make a decision at this time.</p>
5. Revision of 2025 Budget	A. Foster will speak this coming Monday (January 27) to town council regarding our 2025 budget and suggested approving the amount of the third option so that there would be adequate money regardless of the board's ultimate decision.

**Motion: A. Guerin moved to adjust the payroll budget to \$434,715.11 from \$443,119.00. Seconded by S. McLean Knapp. Carried.**

6. Renovation Update

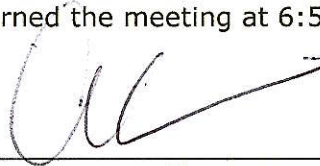
C. Cummings had some good news. All approvals from the building inspectors have been received and working is progressing well. All of the water damage has been repaired. He had another meeting with the painting subcontractor and they've now offered to paint the ground floor for \$11,000 instead of the \$26,000 proposed previously. There may be access to the library in mid-February albeit with a wall blocking the area where the windows have yet to be installed; the arrival date of the windows is unknown. The front door of the library is scheduled to be installed during the first week of February.

7. Date of Next Meeting

January 28 at 6:30 p.m.

8. Adjournment

A. Guerin adjourned the meeting at 6:59 pm.



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A. Guerin, Chair



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A. Foster, Secretary