

**Smiths Falls Public Library Board Minutes**

**Date:** April 28, 2026  
**Location:** Library  
**Time:** 6:33 p.m.  
**Adjournment:** 7:56 p.m.

**In attendance:** A. Guerin M. Murphy  
 S. McLean Knapp S. Martin  
 M. Gallagher R. Cauley  
 C. Cummings  
 A. Foster, CEO/Chief Librarian

**Regrets:** J. Miller C. Mariona

<b>Agenda / Item / Issue</b>	<b>Discussion / Action</b>
1. Call to order	A. Guerin called the meeting to order at 6:33 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	S. Martin noted the Montague will start sending a written report to the board. A. Foster asked that the report be sent by the Thursday preceding the meeting. There was no report ready for this meeting and the Montague Report was removed from the agenda. <b>Motion: S. McLean Knapp moved the approval of the agenda as amended. Seconded by M. Gallagher. Carried.</b>
4. Minutes of March 24, 2026	<b>Motion: It was moved by S. McLean Knapp and seconded by M. Gallagher that the minutes of March 24, 2026 be accepted as circulated. Carried.</b>
5. Disclosure of Monetary Interest	None.
6. Business Arising from the Minutes	None.
7. Correspondence	OLS sent information regarding the Municipal Buy Ontario Directive as public libraries are included in this directive. Effective June 1, libraries will need to follow this directive or document when it is impossible to do so for fleet vehicle purchases (which doesn't apply to us) and for capital infrastructure. FOPL sent "Impact of Ontario's New Recycling Rules on Libraries Survey April 2026." They plan to keep monitoring this issue. We haven't done much weeding this year that

has needed to be disposed of so we haven't been really impacted.

## 8. Librarian's Report and Statistics

A. Foster noted that March was busy, particularly during March Break. The donor book spine wall was completed though not installed. She completed the Annual Survey of Public Libraries for the province. There were some staffing changes. Staff found a bat that they didn't feel comfortable removing and Abell came to remove it from the kitchen. We had an incident where a woman was disruptive in the upstairs washroom (luckily no children were present) and rattled the staff; a crack pipe was later found in the garbage in that washroom by the cleaner. Additional cameras were added and mobile panic alarms are available for staff working away from service desks. Staff have also been advised to recommend the basement washrooms to anyone without children and/or mobility needs. She had a meeting with a website company who has worked extensively with public libraries and they did a review of our website; our accessibility is very good but there are some other issues. She thinks updating our website and changing hosting should be considered for the 2027 budget. We received a cheque from Montague that was labelled "2026 Donation." The Rideau Roundtable received funding for the next three years and so there will be eco-literacy programming this summer. As usual, she attended several webinars. Book club attendance was pretty typical. The Middle School Club had 10 attendees which is the maximum for all sessions but there has been no waitlist to speak of so we seem to be meeting the need. Storytime attendance was good. March Break attendance varied with Trading Tuesday not being well-attended and the Furry Friends having all tickets taken within 5 minutes. We did some complaints that our ticket policy wasn't clear which we'll be careful to emphasize in the future. In the future for animal events, we may restrict the audience to 3+, limit the number of adults, and try to have events outdoors if weather permits. Dr. Seuss programming was also very popular. Overall, the statistics were good, especially the door count. June will be interesting as we'll be comparing statistics in the same building. Last June had a lot of people stop by just to look so July might really be when we can tell if we're still improving our numbers.

**Motion: A. Guerin moved to accept the March report and statistics. Seconded by S. Martin. Carried.**

## 9. Draft Agreement with Montague

A. Guerin and S. Martin met to discuss the draft agreement.

A. Guerin also had a meeting with M. Morris and S. Clark from the Town of Smiths Falls. M. Morris also sent A. Foster some comments. The Town of Smiths Falls is supportive of the library board signing a separate agreement with the Township of Montague and M. Morris believes that this agreement is better than would be achievable as part of a shared services agreement. S. Martin noted that the draft agreement is based on the agreement between Carleton Place Public Library and the Township of Beckwith and that therefore they are likely flexible on the language of various clauses. S. Martin also met with all Montague councilors. M. Gallagher noted that he finds it hard to accept that Montague can offer the library so little compared to what Smiths Falls pays for the library. A. Guerin said that this issue had been part of her discussion with M. Morris and he noted that the library is a town asset and Montague shouldn't be expected to pay at the same rate as Smiths Falls. M. Gallagher stated that the amount being proposed by Montague is an unbelievable discount and it feels like they don't value the library much. S. McLean Knapp noted that she agreed with his perspective and feels that this is being rushed and being presented it as take it or leave it. It was decided that a task force will be formed. C. Cummings agreed that this draft agreement doesn't make sense from a fiscally conservative viewpoint but that there is another perspective that can be taken; the perspective of Smiths Falls as a destination is not measurable not is not insignificant as people will come to town to grocery shop etc. and use the library and other town facilities. He's willing to accept whatever the task force decides. S. Martin noted that she believes that Montague does want the agreement to work. M. Murphy and M. Gallagher both volunteered for the task force. A. Foster will send out possible dates soon.

## 10. Committee Updates

### *Finance:*

Financial statements until the end of March were received from the town's new Deputy Treasurer, C. Ryan. A. Foster noted that she'll let him know that the some of the 2026 budget numbers look incorrect but otherwise everything looks good though she's still concerned about all of the expenses we've already had in Property Repairs.

**Motion: A. Guerin moved to accept the financial statements to March 31, 2026. Seconded by S. Martin. Carried.**

### *Fundraising:*

Nothing to report.

### *Policy and Governance:*

A. Foster will send out possible dates for a meeting in late May or early June so that policies can be discussed prior to

June's meeting.

*Property Committee:*

Quotes from Healey's Glass & Door and Burchell Glass, Inc. for the back door replacement were compared. The quotes were similar in price but Healey's Glass & Door's quote was clearer and they've done plenty of work for the library in the past.

**Motion: C. Cummings moved to proceed with the quote from Healey Glass & Door for the back door replacement in the amount of \$9,470.38 + HST. Seconded by S. McLean Knapp. Carried.**

C. Cummings noted that we're coming up to the one year inspection for the renovation. A list is being compiled of issues (eg. carpeting and holes in the roof from the tarp). He suggested that the board should do yearly inspections of the building in June to keep on top of issues.

11. New Business

None.

12. Date of Next Meeting

May 26, 2026 at 6:30 p.m.

13. Adjournment

A. Guerin adjourned the meeting at 7:56 pm.



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A. Guerin, Chair



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A. Foster, Secretary