

Smiths Falls Public Library Board Minutes

Date: June 23, 2026
Location: Library
Time: 6:30 p.m.
Adjournment: 7:04 p.m.

In attendance: S. McLean Knapp M. Murphy
J. Miller C. Cummings
M. Gallagher C. Mariona
A. Foster, CEO/Chief Librarian

Regrets: A. Guerin R. Cauley
S. Martin

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Agenda / Item / Issue	Discussion / Action
1. Call to order	S. McLean Knapp called the meeting to order at 6:30 p.m.
2. Land Acknowledgement	The partial Land Acknowledgement Statement for the Town of Smiths Falls was read by S. McLean Knapp.
3. Approval of the Agenda	<b>Motion: M. Gallagher moved the approval of the agenda as presented. Seconded by J. Miller. Carried.</b>
4. Minutes of May 26, 2026	<b>Motion: It was moved by J. Miller and seconded by M. Murphy that the minutes of May 26, 2026 be accepted as circulated. Carried.</b>
5. Disclosure of Monetary Interest	None.
6. Business Arising from the Minutes	None.
7. Correspondence	FOPL sent the 2026 Caucus Meetings Feedback Summary. It is rather lengthy but interesting. It shows that libraries, regardless of size, are experiencing many common issues (eg. funding, safety, governance).
8. Librarian's Report and Statistics	A. Foster noted that we have new museum passes (Fort Henry and Upper Canada Village) but they haven't been borrowed much. The Friends of the Library donated \$2,040 for food for the children's summer programs. We received a \$1,500 donation for books in specific areas. The study rooms were used a bit more. We had a loud issue with the boiler that was fixed. We had a noticeable increase in people repeatedly ringing the doorbell when we were closed; a new sign open/closed sign was purchased which

has mostly solved the issue. She attended several webinars.

The plant swap went well as did the adult craft club sessions. The PA Day program also was a success. The Middle School Club has been reaching the registration limit though there are often several no-shows.

Mother Goose on the Loose had great attendance. More children are participating in the 1,000 Books Before Kindergarten program. The Reading Dragons program has been popular too. Loot bags were also popular. We had 92 children participate in the flower/bug scavenger hunt. The statistics look great compared to last year as we were only open for two days, albeit very busy ones, last May.

#### 9. Legacy Document

A. Foster noted that there is no rush to fill out the legacy document (October would be good) but is hoping there are more than two responses this time. She will send out a Word version to make filling out the document easier.

#### 10. Committee Updates

##### *Finance:*

The financial statements to May 31, 2026 are still missing pay information. Some of the 2026 budget numbers are also still incorrect (eg. Property Repairs) though the inputted numbers other than the aforementioned pay ones should be correct.

M. Murphy asked about the building condition assessment.

A. Foster will enquire about its status with the town.

A. Foster will schedule an August meeting to begin discussing the 2027 budget.

##### *Fundraising:*

The donor wall is installed upstairs. A. Foster will arrange for social media posts about the wall to be posted.

##### *Policy and Governance:*

M. Gallagher recapped last week's meeting. The policies were looked at quickly with the exception of the AI policy which elicited much discussion. The staff is using the draft AI policy as a guide for now.

**Motion: M. Gallagher moved to pass the following policies with the recommended amendments:**

- **FN-04: Intellectual Freedom**
- **OP-03: The Library and Political Elections**
- **OP-12: Materials Selection**
- **OP-14: Purchasing**

**Seconded by J. Miller. Carried.**

##### *Property Committee:*

C. Cummings noted that the final inspection for the renovation was completed.

He also met with Current Masonry to get an expanded quote from the ones previously acquired by A. Foster. The

front steps are deteriorating quickly and there is also parking that needs to be done. He checked the references and they were fantastic. A. Foster noted that there is money in the budget if we forego the air conditioning replacement; that money was moved from the capital to the operating budget at the request of the town treasurer but the statements aren't indicating that this is the case.

**Motion: C. Cummings moved to proceed with the masonry work with Current Masonry at a cost of \$4,867.26 plus HST. Seconded by M. Murphy. Carried.**

*SFPL Montague Agreement Task Force:*

We received a proposal yesterday from the Township of Montague to add back in the clauses that we wanted omitted which deal with a "positive performance appraisal" and updates from both sides (these are highlighted in green in the proposed agreement). The board agreed that should the Township of Montague be unhappy with the library services provided that they can follow the termination clause which is included in the agreement as their current proposal makes the monetary figures included potentially meaningless. The board agreed that they would be happy to proceed with this agreement provided that the Township of Montague agrees to remove the problematic clauses from the agreement.

**Motion: J. Miller moved that the board proceed with signing the agreement with the Township of Montague if they agree to remove the aforementioned clauses. Seconded by S. McLean Knapp. Carried.**

11. Montague Report

No report received.

12. Municipal Report

J. Miller noted that the police gave an amazing presentation at last night's council meeting. She was very impressed with their annual report, especially the included photographs and statistics. P. McKenna noted what would be needed to do OPP costing as this is raised often and potential candidates might not understand the complexity involved. She also noted that MP S. Reid presented at the meeting. She reminded everyone about the nominations being open for council and the particular needs for female candidates.

13. Friends of the Library Report

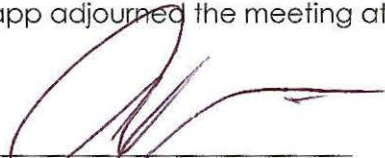
M. Murphy noted that the Friends had a successful book sale where book bags and bookmarks were sold in addition to books. Excess books were sent to local thrift stores.

14. Date of Next Meeting

September 22, 2026 at 6:30 p.m.

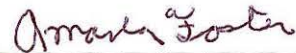
15. Adjournment

S. McLean Knapp adjourned the meeting at 7:04 pm.



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A. Guern, Chair



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A. Foster, Secretary