



Guelph Public Library
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Guelph Public Library Board

Regular Monthly Meeting Minutes

Monday, October 27th, 2025

Prepared by: Shauna Parsons, Administrative Assistant

Members

Danny Williamson (Chair)

Randalin Ellery (Past Chair)

Alexandra Ortiz Carlsson (Vice Chair)

Renganathan Sadagoban (Vice Chair)

Bang Ly (Secretary)

Vivian Webb

Denise Rishworth

Claire Cowan

Candice Lepage

Councillor Rodrigo Goller

Councillor Leanne Caron

Councillor Carly Klassen

Staff

Dan Atkins (CEO)

Michelle Campbell (Deputy CEO)

Carolyn Elston-Ryder (Human Resources)

Meg Forestell-Page (Manager of Public Service)

Ben Robinson (Westminster Branch Supervisor)

Diana Borg (Financial Administrator)

Shauna Parsons (Administrative Assistant)

Guests

Ian Scott (City of Guelph)

Regrets

Councillor Leanne Caron

Alternative formats are available by contacting the Library Administrative Assistant.

1 Call to Order

The regular monthly meeting of the Guelph Public Library Board was called to order by the Chair, D. Williamson, at 6:00 p.m. on Monday, October 27, 2025. Dan Atkins, Treasurer, was present.

1.1 First Nations Acknowledgement

D. Williamson read the Territorial Acknowledgement.

A. Ortiz Carlsson joined at 6:01 p.m.

1.2 Guelph Public Library Values

D. Williamson shared their GPL Values.

2 Approval of Agenda

Motion 58.25:

Moved by B. Ly

Seconded by R. Ellery

That the Guelph Public Library Board approve the agenda of the October 2025 Library Board meeting as circulated.

Carried

C. Klassen joined at 6:04 p.m.

3 Apologies for Non-Attendance

Leanne Caron

4 Declaration of Pecuniary Interest

No declarations to report.

5 Consent Agenda

5.1 Adoption of September 2025 Minutes

5.2 Correspondence

5.3 CEO's Report

5.4 Service Utilization Scorecard

5.5 Service Capacity Scorecard

5.6 Operating Variance Report

5.7 New Central Library Update

5.8 Operational Policy Update Report

Motion 59.25:

Moved by B. Ly

Seconded by R. Ellery

That the Guelph Public Library Board approve the Consent Agenda as circulated.

R. Sadagoban joined at 6:08 p.m.

D. Rishworth joined at 6:10 p.m.

Carried

6 Presentations & Reports

6.1 Library Square Review

I. Scott delivered a presentation of the planned Library Square at the New Central Library. Highlights included construction progress from 2024 to current day, with the building structure now 99% complete. Details were given about the multi-level outdoor public square which will entail a capacity for 75-100 people.

Motion 60.25:

Moved by C. Klassen

Seconded by L. Bang

That the Guelph Public Library board receive the Library Square Review for information.

Carried

6.2 Youth Programming Strategy

M. Forestell-Page and B. Robinson delivered a presentation for the Youth Programming Strategy. Highlights included demographics at each library branch, strategic priorities, partnerships and overview of a 3-year implementation plan.

A discussion ensued surrounding details on how to engage youth via digital engagement and in-person efforts. It was concluded that details would be available once staff talk with youth directly to learn more about what they are interested in seeing from the library.

Motion 61.25:

Moved by C. Cowan

Seconded by A. Ortiz Carlsson

That the Guelph Public Library board receive the Youth Programming Strategy for information.

7 Authority to Move into Closed Session 6:56pm

Motion 62.25:

Moved by B. Ly

Seconded by C. Lepage

That the Guelph Public Library Board now hold a meeting that is closed to the public pursuant to:

The Public Libraries Act, Section 16.1(4) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(c) a proposed or pending acquisition or disposition of land by the board;

(d) labour relations or employee negotiations;

The meeting was moved in-camera at 6:56 p.m.

A motion to approve the consent agenda carried. – Motion IC.37.25

A motion that the Guelph Public Library Board receive the Library as a Safe Place presentation for information carried. – Motion IC.38.25

A motion directing the CEO to follow actions presented by staff carried. – Motion IC.39.25

The meeting was moved out of in-camera at 7:20 p.m.

8 New Business

Nothing to report.

9 Unfinished Business

D. Atkins provided an update regarding the New Central Library lease negotiations. A letter from the Board was delivered to City Council, requesting consideration for a 40-year lease term with a 10-year lease renewal that is mutually agreed upon by both the city and the library board.

Motion 63.25:

Moved by R. Goller

Seconded by C. Cowan

That the Guelph Public Library Board endorse the request for a 40-year lease with a 10-year renewal term for the new main branch.

Carried

10 Next Meeting

Chair, D. Williamson announced that the next Board meeting would be Monday, November 24, 2025 at 6:00 p.m.

Adjournment

Motion 64.25:

Moved by B. Ly

Seconded by C. Klassen

That the Guelph Public Library meeting of October 2025 be adjourned.

Carried

Meeting adjourned at 7:26 p.m.

Library Board Chair **Date**

Library CEO **Date**