



Township of Uxbridge Public Library Board Meeting Agenda

Date: Thursday, June 18th, 2026 @ 7:00 PM

Location: Uxbridge Public Library

1. Call to order

- First Nations Land Acknowledgement

2. Announcements and Guest speakers

- Round table

3. Disclosure of Pecuniary Interest and General Nature thereof.

4. Approval of Agenda

5. Approval of May Minutes

6. Committees:

6.1 Governance and HR Committee

- Draft Board Recruitment brochure
- Donation of \$25,000 for Genealogy for View Scan
- Response to job posting has been tremendous
- Insurance claim was successful and cheque has been received
- Staff training for DEFIB next week

6.2 Finance

- May accounts

6.3 Community Committee

- Door and Circulation stats
- DQ Storytime
- Seniors Information Fair, June 18
- New 3D Printer has been purchased
- Tech Help sessions

7. New Business

8. Ongoing Business / Action item

- First Peoples group proposal



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9. Correspondence

10. Date of the Next Board Meeting: September 17, 2026

11. Adjournment



Township of Uxbridge Public Library Board Meeting Minutes

Date: Thursday, May 21st, 2026 @ 7:00 PM

Location: Uxbridge Public Library

Present: Dave Phillips, Agnes Croxford, Cathy Peters, Sheldon Wolfson, Amanda Ferraro, Corrinne Morrison, Christine McKenzie, Zed Pickering,

Regrets: Tobi Lee, Gord Shreeve, Dwight Clements

Guest: Janet Betts

1. Dave called the meeting to Order at 7:00 pm.

- First Nations Land Acknowledgement - Dave

2. Announcements / Round table

- N/A

3. Disclosure of Pecuniary interest and the General Nature thereof.

- N/A

4. Approval of Agenda

✓ *Approved, moved by Sheldon, seconded by Christine; carried.*

5. Approval of April Minutes

✓ *Approved, as amended*

- *(item 7, please remove “Should we mention that” and start with “The key point is” ...)*
- *moved by Agnes, seconded by Cathy; carried.*

6. Committees:

6.1 Governance and HR Committee

- 2nd EASE Grant application submitted. Pared down to just the washrooms to be more accessible, request of roughly \$27,000.
- Summer Program Coordinator; very excited that Payton Kennedy is returning.
- 2009 Needs Assessment sent to landscape architects hired for Centennial Park plans.
- Annual Survey for 2025 submitted to the province, eligibility for PLOG Grant is tied to this survey.
- Draft Board Recruitment brochure – highlights the value of the board, highlights talents needed to be a board member and staff are to be



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commended on the design. Group comment on how proud they were of this initiative.

6.2 Finance

- 2025 Financial statements of the Uxbridge Library Board
 - ✓ Approved, moved by Sheldon, seconded by Agnes; carried.
- April accounts and summary
 - ✓ *Approved, moved by Christine, seconded by Sheldon; carried.*
- 4-month summary
 - ✓ *Approved, moved by Cathy, seconded by Sheldon; carried.*
- Bequest of \$1,000 received in April
- LSC (Library Services Canada) liquidation cheque received, \$9,814
- CSJ (Canada Summer Jobs) application not successful.

6.3 Community Committee

- Door and Circulation stats received, and comments made on how valuable this information is.
- Drag Queen Storytime, May 30 – several board members are planning to attend to support this program.
- Seniors Information Fair, June 18
 - Grew; lots of interest; 9 tables / organizations participating
- Baby chicks have come and gone; 93 children placed a guess on first egg to hatch. Fun for all ages.

7. New Business

- N/A



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8. Ongoing Business / Action item

- First Peoples group proposal - ongoing
- Year In Review – 2025, Presented to Council on April 20
 - Well received and Council commented on the value of the stats as presented.

9. Correspondence

- Township received an email complaining about clock music, both ours and Rutledge. Staff responded to the complaint and decided to turn the volume down a small amount. The board also highlighted the amount of compliments we receive on the clock music and will monitor future correspondence.

10. IN CAMERA

Moved by: Sheldon and seconded by Agnes

- THAT the Uxbridge Public Library Board go into 'In Camera' at 7:51 p.m. as the matters to be discussed concern items regarding:
 - Items 1 - Personal matters about an identifiable individual, including Municipal and Local Board employees

Carried

Moved by: Sheldon and seconded by Cathy

- THAT Amanda and Corrinne attend the in-camera session

Carried

Moved by: Sheldon and seconded by Agnes

- THAT the Uxbridge Public Library Board go out of Camera' at 8:00 p.m. as the matters to be discussed concern items regarding:
 - Items 1 - Personal matters about an identifiable individual, including Municipal and Local Board employees

Carried

Moved by: Agnes seconded by Sheldon

- THAT item 1 – be received for information



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- AND THAT the Uxbridge Public Library Board sends a letter of thanks to Leslie for her contributions to the Uxbridge Public Library and send well wishes on her retirement.
- AND THAT the policy for recognizing long-term employees be followed
- AND THAT ILLO be paused for the summer while we hire new staff.

Carried

11. Date of the Next Board Meeting: June 18th, 2026

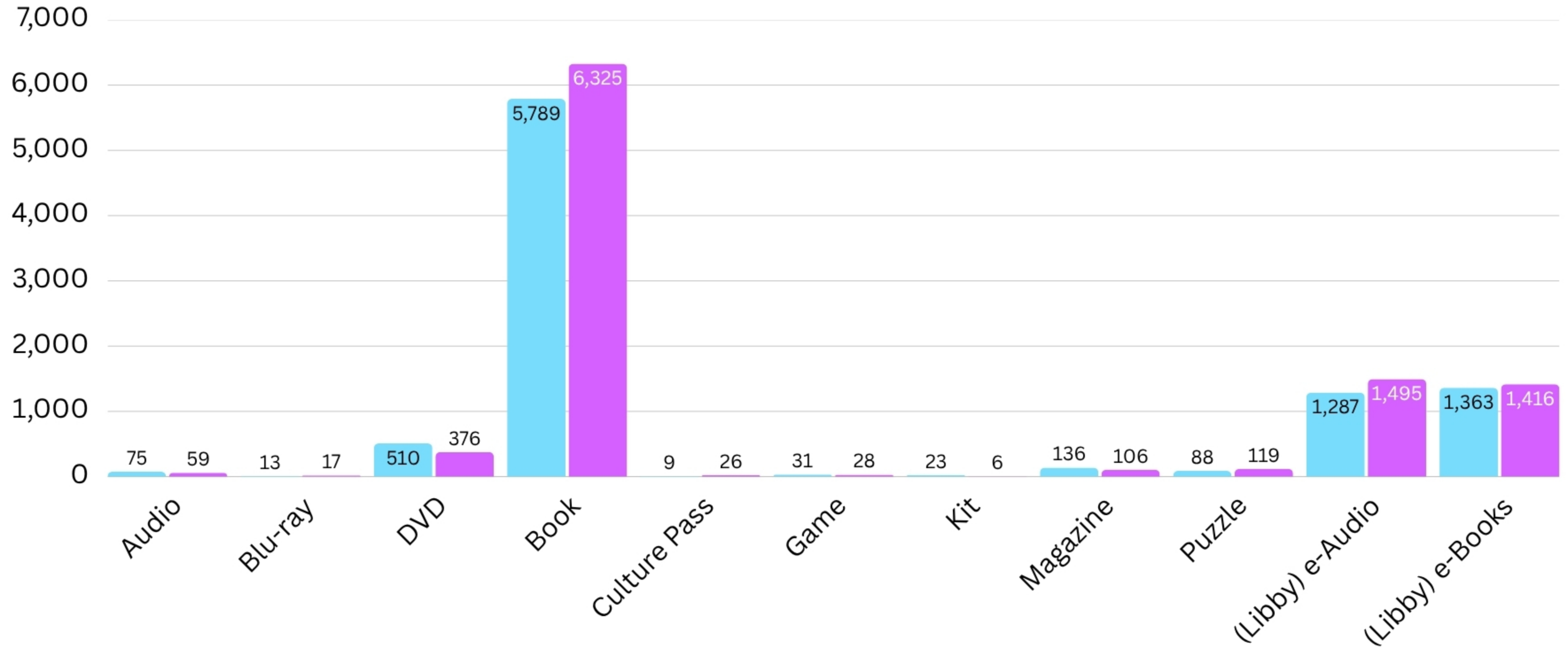
12. Adjournment 8:12 pm

✓ **Approved, moved by Agnes, seconded by Sheldon; carried.**

Date	Vendor Check Name	Invoice Number	Invoice Date	Invoice Description	Amount Paid
2026-05-13	DE LAGE LANDEN	10765762	2026-05-02	COPIER-6/1/26-6/30/26	\$202.29
2026-05-13	DURHAM REGION -UTILITY FINANCE	7884100000/MAY2026	2026-05-04	WATER AND SEWER-MAR30-APR24	\$180.00
2026-05-13	FIBERNETICS CORPORATION	789643	2026-05-01	TELEPHONE-MAY	\$141.13
2026-05-13	XEROX CANADA LTD.	F65613397	2026-04-27	COPIES-3/27/26-4/27/26	\$67.95
2026-05-13	BELL CANADA	9058529748/MAY2026	2026-05-01	TELEPHONE-MAY	\$76.86
2026-05-13	BELL CANADA	9054732375/MAY2026	2026-05-01	TELEPHONE-MAY	\$146.31
2026-05-27	MILLER WASTE SYSTEMS	115-0007960903	2026-04-30	WASTE REMOVAL-APR	\$79.25
2026-05-27	HYDRO ONE NETWORKS INC.	200072033278/MAY2026	2026-05-12	HYDRO-APR 8-MAY 6	\$224.38
2026-05-27	ULINE CANADA CORPORATION	18096792	2026-05-12	EQUIPMENT	\$4,833.80
2026-05-27	UNIFIRST CANADA LTD	2493032636	2026-05-05	MAT SERVICE-5/5	\$60.25
2026-05-27	UNIFIRST CANADA LTD	2493033521	2026-05-12	MAT SERVICE-5/12	\$60.25
2026-05-27	UNIFIRST CANADA LTD	2493031486	2026-04-28	MAT SERVICE-4/28	\$60.25
2026-05-27	WHITEHOTS INC	3627504	2026-04-01	DVD	\$27.57
2026-05-27	WHITEHOTS INC	3630807	2026-04-27	BOOKS	\$572.85
2026-05-27	WHITEHOTS INC	3630924	2026-04-28	BOOKS	\$426.35
2026-05-27	WHITEHOTS INC	3627423	2026-03-31	BOOKS	\$729.89
2026-05-27	INSIGNIA SOFTWARE	4423	2026-05-01	ANNUAL SOFTWARE-MAY26-APR27	\$3,390.00
2026-05-27	BLUE HERON BOOKS	430176	2026-04-27	BOOK	\$21.83
2026-05-27	ENBRIDGE	113542251003/MAY2026	2026-05-20	ESTIMATE-APR 18-MAY 15	\$515.57
					\$11,816.78

Circulation Stats - 2 Year Comparison

● May 2025 ● May 2026



Door Counter in May 2026

Total UX: 5944.5

Total ZE: 160

- Mondays
- Tuesdays
- Tuesdays (ZE)
- Wednesdays
- Thursdays
- Thursdays (ZE)
- Fridays
- Saturdays
- Saturdays (ZE)
- Sundays

