ANPL Board
MEETING MINUTES
October 19, 2026

MISSION STATEMENT

Our Library is a place for all people with infinite opportunities to connect with community, resources, programs, and services. A true community hub extending beyond our physical spaces.

The Asphodel-Norwood Public Library (ANPL) Board convened a meeting on October 21, 2026 at the ANPL Westwood Branch with the following persons in attendance:

- Maddy Beausoleil
- Patricia Reed, CEO/Librarian
- Gloria Fernandes
- Deputy Mayor Lori Burtt
- Krista Rutherford
- Rebecca Tweddle
- Ashley Calder
- Jordan Webb, Township of Asphodel-Norwood Treasurer

Regrets

- Linda Cardwell
- Glenda Johnston

Call to Order

Chair Krista Rutherford called the scheduled meeting to order at 7:00 p.m.

Land Acknowledgement

CEO/Librarian Patricia Reed shared the Land Acknowledgement from Peterborough County.

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Declaration of Pecuniary Interest

Chair Krista Rutherford reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter arising on the agenda and that they could declare that interest now or at the time the matter arises.

Approval of the Agenda

07.01.26 Moved by: Gloria Fernandes
Seconded by: Maddy Beausoleil
"That the meeting agenda for October 19, 2026 be approved as presented."
Carried.

Approval of the Minutes

Meeting Minutes of **September 21, 2026**

07.02.26 Moved by: Gloria Fernandes
Seconded by: Rebecca Tweddle
"That the minutes for the regular Board meeting held September 21, 2026 be approved as amended."
Carried.

Business Arising from the Minutes

CEO/Librarian Patricia Reed presented AN Library Scorecard Update for Strategic Plan 25-28

07.03.26 Moved by: Gloria Fernandes
Seconded by: Maddy Beausoleil
"That AN Library Scorecard Update be received by the ANPL Board for information with the amended date for Goal 2A."
Carried.

CEO/ Librarian Patricia Reed provided an update about AN Active Senior Connection Hub – SALC Governance.

07.04.26 Moved by: Rebecca Tweddle
Seconded by: Maddy Beausoleil
"That AN Active Senior Connection Hub update be received for information."
Carried.

CEO/ Librarian Patricia Reed shared information re: Library Board Succession Planning and Legacy Document.

Reports

CEO/Librarian Patricia Reed shared Financial Report – Budget VS Actual September 2026

07.05.26 Moved by: Deputy Mayor Burtt
Seconded by: Rebecca Tweddle
"That Financial Report – Budget VS Actual September 2026 be received by the ANPL Board for information."
Carried.

CEO/Librarian Patricia Reed shared ANPL26-009 CEO Report September 2026.

07.06.26 Moved by: Gloria Fernandes
Seconded by: Maddy Beausoleil
"That ANPL26-013 CEO Report October 2026 be received by the ANPL Board for information."
Carried.

Correspondence

None.

Presentations

None.

General Business

CEO/Librarian Patricia Reed presented HR - 01 Human Resources Management. 2026. DRAFT. Revised.

07.07.26 Moved by: Deputy Mayor Burtt
Seconded by: Maddy Beausoleil
"That HR - 01 Human Resources Management. 2026. DRAFT be approved as presented."
Carried.

CEO/Librarian Patricia Reed presented HR - 02 Hiring and Orientation. 2026. DRAFT. Revised.

07.08.26 Moved by: Gloria Fernandes
Seconded by: Rebecca Tweddle
"That HR - 02 Hiring and Orientation. 2026. DRAFT be approved as presented."
Carried.

CEO/Librarian Patricia Reed presented HR - 03 Hours of Work. 2026. DRAFT. Revised.

07.09.26 Moved by: Rebecca Tweddle
Seconded by: Maddy Beausoleil
"That HR - 03 Hours of Work. 2026. DRAFT be approved as presented."
Carried.

CEO/Librarian Patricia Reed facilitated discussion re: 2027 DRAFT budget.

CEO/Librarian Patricia Reed presented OLS Virtual Conference Closure Request for Wednesday, November 18, 2026.

07.10.26 Moved by: Gloria Fernandes
Seconded by: Deputy Mayor Burtt
"That closure request for Wednesday, November 18, 2026 be approved."
Carried.

CEO/Librarian Patricia Reed presented CEO Vacation/Banked Time Request.

07.11.26 Moved by: Rebecca Tweddle
Seconded by: Maddy Beausoleil
"That CEO Vacation/Banked Time Request be approved as presented."
Carried.

CEO/Librarian Patricia Reed provided information about upcoming volunteer opportunities for Board members.

Adjournment

07.12.26 Moved by: Gloria Fernandes
Seconded by: Maddy Beausoleil
"That the ANPL Board meeting held October 19, 2026 be adjourned at **8:10pm** with a regular meeting to be held at the Westwood Branch, **November 16, 2026 at 7:00pm** or at the call of the chair."
Carried.

Chair

Secretary