

OXFORD COUNTY LIBRARY BOARD MEETING MINUTES

Tuesday, January 20, 2026

Members Present: Chair Laura Langford
Councilor David Mayberry
Katherine Grieve
Cynthia Lacroix
Megan Blair

Members Absent: Councilor Brian Petrie

Staff Present: A. Smith, Director of Human Resources and Corporate Services
L.M. Williams, CEO / Chief Librarian
O. O'Reilly, Manager of Financial Services
K. DeWeerd, Administrative Assistant

1. CALL TO ORDER

Oxford County Library meets in regular session on this Twentieth Day of January 2026 in Room 222, Oxford County Administration Building, Woodstock at 3:30 p.m. with Chair Laura Langford.

2. APPROVAL OF AGENDA

RESOLUTION 1

Moved By: Megan Blair
Seconded By: Katherine Grieve
Resolved that the agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF BOARD MINUTES OF PREVIOUS MEETING

RESOLUTION 2

Moved By: David Mayberry
Seconded By: Katherine Grieve

Resolved that the Library Board minutes of November 18, 2025, be adopted as amended.

DISPOSITION: Motion Carried



5. DELEGATIONS. PRESENTATIONS AND CONSIDERATION THEREOF

NIL

6. CONSIDERATION OF CORRESPONDENCE

NIL

7. REPORTS

7.1. 2026-01 Key Agenda Items and Policy Review Update (verbal report)

RESOLUTION 3

Moved By: Cynthia Lacroix
Seconded By: Megan Blair

That the Library Board receives verbal Report 2026-01, Key Agenda Items and Policy Review Update for information and discussion.

DISPOSITION: Motion Carried

7.2. 2026-02 Librarian Report

RESOLUTION 4

Moved By: David Mayberry
Seconded By: Megan Blair

That the Library Board receives Report 2026-02, Librarian Report, for information and discussion.

DISPOSITION: Motion Carried

7.3. 2026-03 Customer Engagement and Email Marketing

RESOLUTION 5

Moved By: Katherine Grieve
Seconded By: David Mayberry

That the Library Board receives Report 2026-03, Customer Engagement and Email Marketing Update, for information and discussion.

DISPOSITION: Motion Carried

8. UNFINISHED BUSINESS

NIL

9. NOTICE OF MOTIONS

NIL

10. ENQUIRIES

NIL

11. CLOSED SESSION

RESOLUTION 6

Moved By: David Mayberry

Seconded By: Megan Blair

1. That Board rise and go into a Closed Session to consider Verbal Report from the CEO/Chief Librarian regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

DISPOSITION: Motion Carried at 4:27 p.m.

12.1 Verbal Report by CEO / Chief Librarian

RESOLUTION 7

Moved By: David Mayberry

Seconded By: Brian Petrie

1. That the Library Board reconvenes in Open Session

DISPOSITION: Motion Carried at 4:30 p.m.

12. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSION

NIL

13. ADJOURNMENT

RESOLUTION 8

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the Board meeting of January 20, 2026, be adjourned at 4:37 pm. until the next meeting scheduled for February 17, 2026, at 3:30 p.m. at the Oxford County Administrative Building.

DISPOSITION: Motion Carried at 4:37 p.m.

Laura Langford, CHAIR

Lisa Marie Williams, SECRETARY