



358 Main Street, P.O. 302
Deseronto, ON K0K 1X0
Phone: 613-396-2744
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Deseronto Public Library Board Minutes

Meeting Date: 04/21/2026

A meeting of the Deseronto Public Library Board was held on 04/21/2026 with the following members present:

- Chair: Mrs. J. Rixen
- Treasurer: CEO/Librarian: Ms. J. Lane
- Vice Chair: Mrs. M. Hilderley
- Secretary: Ms. S. Lake
- Board Member: Mr. N. Clark
- Board Member: Mr. D. Simpson
- Board Member: Mr. S. Everhardus
- Board Member: Ms. M. Credicott

1. Call to Order and welcome:

Meeting called to order by Board Chair at 5:05 pm.

Declaration of conflict of interest:

No conflicts of interest were declared.

2. Approval of the Agenda:

- a. *The motion to approve the agenda with the amendment to include municipal recycle report was moved by Mr. Everhardus,*
 - i. *Seconded by Mrs. Hilderley*
 - ii. *"Carried" by All*

3. Approval of Previous Board Minutes: (February 17th, 2026)

- a. *The motion to approve the previous board meeting minutes was moved by Mr. Everhardus*
 - i. *Seconded by Mrs. Hilderley*
 - ii. *"Carried" by All*

4. Business Arising from Previous Minutes

- a. **MOU Revisions from Council**
 - i. Summary report included and a clean version for resubmission to either Council or Town Staff.
- b. *The motion for Ms. Lane to approach the Town Manager to review points of clarification noted in the attached MOU document was moved by Mr. Simpson*
 - 1. *Seconded by Mrs. Credicott*
 - 2. *"Carried" by All*

5. Information Items:



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a. CEO report, including Financial Update (March)

- i. *The motion to receive the CEO Report and included Financial Update was moved by Mr. Clark*
 - 1. *Seconded by Mrs. Hilderley*
 - 2. *“Carried” by All*

6. Action Items

a. Policies for Review/Approval:

- i. HR04 – Vacation and Public Holidays and Leave – Re-approval/Direction
 - 1. Town of Deseronto [Sick and Personal Days and Short Term Disability Policy](#)
 - 2. Town of Deseronto [Vacation Policy](#)
- ii. HR05 – Compensation – Reapproval/Direction
 - 1. Town of Deseronto [Lieu Time and Overtime Policy](#)
 - 2. Town of Deseronto Employee Benefits Policy

b. *The motion for the board to review all revisions and provide feedback to policies HR04 and HR05 by the next meeting was moved by Mr. Everhardus*

- i. *Seconded by Ms. Credicott*
- ii. *“Carried” by All*

7. New Business

a. 2025 Annual Report – Draft for Board Approval

- i. *The motion to approve the 2025 Annual Report with minor board suggestions was moved by Ms. Credicott*
 - 1. *Seconded by Mr. Everhardus*
 - 2. *“Carried” by All*

b. Letter from Ontario Library Service – Ms. Lane reviewed the impact of recycle for the library.

8. Date for Next Regular Meeting

a. Next Meeting Confirmation for May 19th, 2026, at 5:00pm

- i. *The motion to confirm the next board meeting was moved by Mr. Everhardus*
 - 1. *Seconded by Mrs. Hilderley*
 - 2. *“Carried” by All*

9. Closed Session

a. Approval of previous closed session minutes

b. Review of updated municipal grid

- i. *The motion to move into a closed session at 5:55pm was moved by Mr. Simpson*



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1. *Seconded* by Mr. Everhardus
2. *"Carried"* by All

- ii. *The motion to move out of a closed session at 6:09pm was moved* by Mr. Simpson
 1. *Seconded* by Ms. Credicott
 2. *"Carried"* by All

10. Adjournment

- a. *The meeting was adjourned at 6:10 pm* by Mr. Everhardus
 - i. *Seconded* by Mrs. Hilderley
 - ii. *"Carried"* by All