

Emo Public Library Board
Regular Board Meeting Minutes
Thursday, May 28, 2026
Emo Public Library

Minutes of the Regular Meeting of the Board of the Emo Public Library held on Thursday, May 28, 2026.

Present: Lisa Teeple, Chair; Mellisa Gallagher, CEO/Librarian/Secretary; Crystal Gray, Emo Township CAO, Elaine Hughes, Tamara Robson, Marie-Ann Degroot (left at 6:50pm)

Absent: Laura McCormick, Kim Velhuisen, Harold McQuaker

1.0 **CALL TO ORDER**

2.0 **DECLARATION OF CONFLICT OF INTEREST - none**

3.0 **APPROVAL OF AGENDA**

26-22 HUGHES-ROBSON BE IT RESOLVED that the Emo Public Library Board hereby approves the May 28, 2026 Regular Board Meeting Agenda.

CARRIED

4.0 **APPROVAL OF MINUTES**

26-23 ROBSON-DEGROOT BE IT RESOLVED that the Emo Public Library Board hereby approves the minutes of the Regular Board Meeting on April 30, 2026.

CARRIED

5.0 **FINANCIAL REPORT**

26-24 HUGHES-ROBSON BE IT RESOLVED that the Emo Public Library Board hereby accepts and approves the Financial Statements, cheques (3760-3766) in the amount of \$9379.05 and EFT payments in the amount of \$1044.81 as of May 25, 2026.

CARRIED

6.0 **LIBRARIANS REPORT – discussion.**

7.0 **BUSINESS**

6:50pm Quorum Lost – remainder of resolutions tabled until next meeting. Discussion only from this point on.

A. Fundraising Activities Updates

a) BBQ/Bakesale Fundraiser Report. Mellisa has created a record for all documents associated with our fundraiser, including the Special Occasion Food Service permit from the North Western Health Unit. A deposit in the amount of \$1729. CAD and \$31.00 USD was made on May 26, 2026. This was from the proceeds of the BBQ and Bake sale fundraiser. We had many attendees and a public promotion of our event by the Emo Walleye Classic Committee.

- b) Friends of the Library – Committee formation update
- B. Student Job description, Hiring Policy Appendix C review/approval. We will have our student position filled after June 5, Student position to commence June 29, 2026.

26-25 BE IT RESOLVED that the Township of Emo Public Library hereby approves the Student Job Description, Hiring Policy Appendix C as presented

tabled

- C. Membership Policy – short discussion around wording, this policy

26-26 E IT RESOLVED that the Township of Emo Public Library hereby approves the Membership Policy as presented

tabled

- D. User Fees Policy – short discussion around wording and relevance to our Financial Control policy. Further discussion needed for policy development.
- E. Strategic Plan SWOT analysis review. Mellisa has asked that library board members bring in their worksheets for discussion at the next meeting.
- F. Certificates for Health and Safety – Mellisa shared the certificates from Sunset Protection Systems which are posted on the Joint Health and Safety Board.

8.0 NEW BUSINESS

Chairperson Lisa Teeple shared a letter from Mayor Harold McQuaker, whereby he submitted his resignation from the Emo Public Library Board. CEO/Librarian Mellisa Gallagher will notify the Township of Emo of the Township's Council representative vacancy.

9.0 MOTION TO ADJOURN

26-27 HUGHES ROBSON BE IT RESOLVED that the Emo Public Library Board agrees to adjourn the regular meeting of the Emo Public Library and meet again on June 29, 2026 at 5:30 p.m. at the Emo Public Library.

CARRIED

Adjourned at 7:02pm.

Attested By:

Lisa Teeple, Chair

Mellisa Gallagher, CEO/Librarian
Secretary