Dryden Public Library Board
MINUTES OF THE REGULAR MEETING
Held on September 21, 2026 in the Library

Present	Catherine Kiewning Nancy Rosaasen Karen Smith Angie Barton Caroline Goulding - CEO
Regrets	Suzanne Lockyer Matthew Benson Susan Reany Iskra
Guests	Lucille Ayers, Friends of the Library

1.0	**Call to Order & Land Acknowledgement**	The meeting was called to order by the Chair at 5:05 pm.	
2.0	**Approval of the Previous Meeting Minutes**	**2.1 June Minutes** **Motion 26-52** THAT the Dryden Public Library Board approve the minutes of the regular meeting of June 15, 2026. Moved by C Kiewning; seconded by N Rosaasen. **APPROVED.** **2.2 Review of Action Items** 2.2.1 C Goulding distributed a report to the Board regarding membership rates. 2.2.2 Until a new Economic Development Manager is in place, exploring a community newsletter will be put on hold.	
3.0	**Approval of the Agenda**	**Motion 26-53** THAT the Dryden Public Library Board approve the agenda as amended. Moved by N Rosaasen; seconded by C Kiewning. **APPROVED.**	
4.0	**Delegations**	The Board heard a presentation of the Annual Report of the Friends of the Library.	

5.0	**Declaration of Conflict of Interest**	None declared.	
6.0	**Reports**	**6.1 CEO Report** ○ See attached ○ The Preservation Plan is a living document which is being updated continuously. ○ The partner auditing the City's consolidated financial statements is off until September 25th. C Goulding discussed submitting unaudited statements in order to meet the 30 day deadline. ○ It was suggested that the All Candidates Debate be livestreamed. **6.2 Statistical Reports** ○ See attached ○ Usage trends are continuing. ○ Staff are piloting an in school novel study over the lunch hour. ○ Changes are being made to the DVD ordering process. **6.3 Financial Report** ○ The Library is underbudget at the end of August. Much of the unspent funds are attached to projects or lines that will need to either be spent by the end of the year or deferred if unspent. ○ The Board would like to see a report that also includes the total budget for the year. ○ The purchase of new patron computers was discussed. ○ The need to maintain an asset register and creating a schedule for replacement that does not lump large purchases in a single year was discussed. C Goulding outlined the asset register that has been created. **6.4 Health and Safety Reports** ○ See attached **6.5 Building Maintenance Report** ○ See attached	**Action**: C Goulding will continue to follow up. She will also contact the CRA if needed.

		Motion 26-54 THAT the Dryden Public Library Board receive the following reports: CEO Report – September 2026 Statistical Report – August 2026 Financial Report – August 2026 Health and Safety Report – June, July, and August 2026 Building Maintenance – September 2026 Moved by K Smith; seconded by C Kiewning. **APPROVED.**	
7.0	**Decision Items**	**7.1 Policy Approvals** **7.1.1 FN-01 Mission & Vision Statements** **Motion 26-55** THAT the Dryden Public Library Board approve Policy FN-01 Mission & Vision Statements, as presented. Moved by C Kiewning; seconded by N Rosaasen. **APPROVED.** **7.1.2 GN-05 Friends of the Library** **Motion 26-56** THAT the Dryden Public Library Board approve Policy GN-05 Friends of the Library, as presented. Moved by C Kiewning; seconded by K Smith. **APPROVED.** **7.1.3 HR-06 Volunteers** **Motion 26-57** THAT the Dryden Public Library Board approve Policy HR-06 Volunteers, as amended. Moved by N Rosaasen.; seconded by K Smith. **APPROVED.** **7.1.3 Policy Template** **Motion 26-58** T THAT the Dryden Public Library Board approve the policy template, as presented. Moved by N Rosaasen.; seconded by C Kiewning. **APPROVED.** **7.2 2027 Draft Operating Budget** **Motion 26-59** THAT the Dryden Public Library Board approve the 2027 Draft Operating Budget, as presented. Moved by C Kiewning; seconded by K Smith. **APPROVED.**	

		7.3 2026 & 2027 User Fees – Research Requests **7.3.1 User Fees** The Board reviewed the proposed fee. The Board requested language we added to the fee description to make it clear that reference requests are not subject to the fee. **Motion 26-60** THAT the Dryden Public Library Board adopt the proposed research fee. Moved by N Rosaasen; seconded by K Smith. **APPROVED.** **7.4 DVD Circulation Limits** The summer pilot to increase the number of DVDs able to be checked out at a time and length of time movies can be checked out for was a success. The increases did not result in fewer movies being circulated and did increase the number of TV series that were circulated. **Motion 26-61** THAT the Dryden Public Library Board approve to make the piloted changes to DVD circulation limits permanent. Moved by C Kiewning; seconded by N Rosaasen. **APPROVED.** **7.5 Petitions** Hosting petitions at the Library was discussed. Two points of discussion were raised, the important role the Library plays in sharing community information and protecting intellectual freedom and that the Library cannot appear partisan. The applicability OP-22 Community Information was discussed. Under that policy any community information that is legal to be publicly posted, can be posted on the board. The Board members present felt that the discussion should be continued at the next Board meeting present.	**Action**: C Goulding to submit the updated fee schedule to Finance. **Action**: C Goulding to follow up with community member who made the request.
8.0	**Advocacy**	**8.1 Letter to Mayor/Council re: Board appointments** Drafting a letter to be sent to the Mayor regarding Library Board Appointments was discussed. As typically there are not more Library	

		Board applicants than vacancies, it was felt that a letter was not necessary.	
9.0	**Other Business/Questions**	**9.1 Strategic Plan Update** Approval of the plan was deferred to October. **9.2 Staffing update - Closed session PLA (4)(b) personal matters about an identifiable individual** **Motion 26-62** THAT the Dryden Public Library Board move to a closed session. Moved by C Kiewning; seconded by K Smith. **APPROVED.** **Motion 26-63** THAT the Dryden Public Library Board return from a closed session. Moved by C Kiewning; seconded by N Rosaasen. **APPROVED.** No business arose during the closed session.	
10.0	**Information Items**	**10.1 GN-06 Financial Oversight** **10.2 Donations, Sponsorships and Fundraising** The Deputy Treasurer reviewed this draft policy. **10.3 Board legacy documentation** The reference to a dress code should be updated to the official policy name. **10.4 Letter to Council re: nominations**	**Action**: C Goulding will create a form for the Board to fill out.
11.0	**Next Meeting**	Monday, October 19 at 5:00pm	
12.0	**Adjournment**	**Motion 26-64** THAT the Dryden Public Library Board adjourn at 6:43 pm. Moved by N Rosaasen. **APPROVED.**	