Kenora Public Library Board – Minutes

Date: Wednesday, Oct. 28, 2026
Time: 4:45 p.m.
Location: Kenora Public Library & Microsoft Teams

Attending In Person: M. Poirier, T. Fullmer, S. Stasyna, E. Kaldeway, C. Moorley, B. Graham-City HR, A. Smith, C. Alcock

Attending Virtually: J. Williams, R. McMillan

Absent/Regrets: C. Marginet

Call to Order at 4:50 p.m.

Respect and Acknowledgment Declaration

Declaration of Pecuniary Interest – None declared.

Board Appreciation – Marj thanked the board for their commitment to over the past four years.

Approval of Consent Agenda

#050-2026 moved by T. Fullmer, second by E. Kaldeway, that the following consent agenda be approved:

1) Agenda for tonight's meeting
2) Minutes of the meeting held on Wednesday, Sept. 23, 2026
3) CEO Report to Oct. 21, 2026, and statistical reports for September 2026

Amendments to the agenda:

1) New Business – TD Mutual Fund rescind motion

#051-2026 moved by C. Moorley, second by T. Fullmer that the Kenora Public Library Board rescind resolution number 039-2026:

> That the Kenora Public Library Board directs the Chief Executive Officer (CEO) to take all necessary actions to redeem and close the TD Mutual Fund prior to the Aug. 4, 2026, deadline, and to transfer and invest the proceeds into the Library Agency Endowment Fund held with the Kenora and Lake of the Woods Regional Community Foundation.

#052-2026 moved by S. Stasyna, second by E. Kaldeway that the following financial reports be received:

1) YTD Budget vs. Actual
2) TD Mutual Fund Statement – Jul 1-Sept 20, 2026
3) TD Mutual Fund Statement – Closure letter

#053-2026 moved by E. Kaldeway, second by C. Moorley that the Kenora Public Library Board approves a transfer of $24,494 for 2025 to the Kenora Public Library Agency Endowment Fund held with the Kenora and Lake of the Woods Regional Community Foundation.

#054-2026 moved by J. Williams, second by R. McMillan that the Kenora Public Library Board receive the following reports:

1) 2026-2027 Public Library Operating, Pay Equity, and First Nation Salary Supplement Grant
2) Fund for Digital Expenses (FDE) – new this year.

#055-2026 moved by E. Kaldeway, second by J. Williams that the meeting moves to a closed session at 5:10 p.m. to discuss the following:

1) Personal matters about an identifiable individual

#056-2026 moved by C. Moorley, second by T. Fullmer that the meeting moves out of closed session at 5:23 p.m.

#057-2026 moved by T. Fullmer, second by E. Kaldeway

1) That the KPL board accepts the letter of resignation for the purpose of retirement from the position of CEO, effective June 30, 2027.
2) That the KPL board accepts the posting for the position of CEO as presented.

Confirm that MLIS stands for Master of Library and Information Science, and then the job can be posted as soon as possible.

#058-2026 moved by E. Kaldeway, second by S. Stasyna that the following policies be adopted as amended:

1) GOV-07 Financial Control Oversight
2) HR-02 Hiring and Orientation
3) HR-04-02-01 Job Description – CEO

#059-2026 moved by E. Kaldeway, second by T. Fullmer that the Kenora Public Library Board approve the following 2026 Student Salary Schedule, effective Oct. 1, 2026:

2026 Student Salary Grid	Oct. 1, 2026			
	2026 Hourly Wage	increase by		Student 18+
Start to 6 months	$ 16.90			$ 17.95
6 months to 1 year	$ 17.07	1%		$ 18.13
After 1 year	$ 17.24	1%		$ 18.31
After 2 years	$ 17.41	1%		$ 18.49
After 3 years	$ 17.59	1%		$ 18.68
After 4 years	$ 17.76	1%		$ 18.87
After 5 years	$ 17.94	1%		$ 19.05
All increases contingent upon satisfactory performance				

Other

1) Crime Prevention Through Environmental Design – NET Review – staff are currently going through the upstairs desk area to organize the clutter and remove items that are not necessary. Once that is complete, they will present ideas on how the desk space can be arranged to improve visibility of staff, sightlines, and territorial reinforcement.
2) Kenora EarlyON – is now operating at full capacity and will be opening again on Saturdays in November.
3) Ontario Library Boards Association – Marj provided an update from OLBA.

#060-2026 moved by T. Fullmer that the meeting adjourns at 6:00 p.m.