



MISSION STATEMENT

Our Library is a place for all people with infinite opportunities to connect with community, resources, programs, and services. A true community hub extending beyond our physical spaces.

The Asphodel-Norwood Public Library (ANPL) Board convened a meeting on February 10, 2025 at the ANPL Westwood Branch with the following persons in attendance:

- Ashley Calder
- Krista Rutherford
- Rebecca Tweddle
- Maddy Beausoleil
- Linda Cardwell
- Deputy Mayor Burt
- Patricia Reed, CEO/Librarian

Regrets

- Gloria Fernandes
- Glenda Johnson
- Jordan Webb, Township of Asphodel-Norwood Treasurer

Call to Order

Chair Krista Rutherford called the meeting to order at 7:00 p.m.

Land Acknowledgement

CEO/Librarian Patricia Reed shared the Land Acknowledgement from Peterborough County.

**ANPL Board
MEETING MINUTES
February 10, 2025**

Declaration of Pecuniary Interest

Chair Krista Rutherford reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter arising on the agenda and that they could declare that interest now or at the time the matter arises.

Approval of the Agenda

- 02.01.25 Moved by: Ashley Calder
Seconded by: Deputy Mayor Burt
"That the meeting agenda for February 10, 2025 be approved as presented."
Carried

Approval of the Minutes

Meeting Minutes of January 13, 2025.

- 02.02.25 Moved by: Maddy Beausoleil
Seconded by: Rebecca Tweddle
"That the minutes for the regular Board meeting held January 13, 2025 be approved as amended."
Carried

Business Arising from the Minutes

Reports

CEO/ Librarian Patricia Reed highlighted Financial Report - Budget vs Actual December 2024 Updated.

- 02.03.25 Moved by: Linda Cardwell
Seconded by: Maddy Beausoleil
"That the Financial Report - Budget vs Actual December 2024 Updated be received for information."
Carried.

CEO/ Librarian Patricia Reed highlighted Financial Report - Budget vs Actual January 2025.

- 02.04.25 Moved by: Rebecca Tweddle
Seconded by: Ashley Calder
"That the Financial Report - Budget vs Actual January 2025 Updated be received for information."
Carried.

**ANPL Board
MEETING MINUTES
February 10, 2025**

CEO/ Librarian Patricia Reed highlighted ANPL25-003 CEO Report February 2025.

- 02.05.25 Moved by: Deputy Mayor Burt
Seconded by: Linda Cardwell
"That CEO Report February 2025 be received by the ANPL Board for information."
Carried.

CEO/Librarian Patricia Reed presented ANPL25-004 County of Peterborough and Township of Asphodel-Norwood Human Resources Agreement Update.

- 02.06.25 Moved by: Linda Cardwell
Seconded by: Maddy Beausoleil
"That the ANPL Board accepts, acknowledges and approves this report; and further that the ANPL Board authorizes the CEO/Librarian to utilize the Human Resources Services provided by the County of Peterborough as required."
Carried.

Correspondence
None.

Presentations
None.

General Business

CEO/Librarian Patricia Reed presented OP-12 Circulation-2025 Draft.

- 02.07.25 Moved by: Deputy Mayor Burt
Seconded by: Rebecca Tweddle
"That OP-12 Circulation – 2025 Draft be approved as presented."
Carried.

CEO/Librarian Patricia Reed presented OP-01 Privacy Access Electronic Messages-2025 DRAFT.

- 02.08.25 Moved by: Maddy Beausoleil
Seconded by: Krista Rutherford
"That OP-01 Privacy Access Electronic Messages-2025 DRAFT be approved as presented."
Carried.

**ANPL Board
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CEO/Librarian Patricia Reed presented Updated DRAFT Job Descriptions

- 02.09.25 Moved by: Maddy Beausoleil
Seconded by: Rebecca Twedde
"That Updated DRAFT Job Descriptions be approved as amended, and further that the Board support the re-evaluation of the Programming and Library Assistant Position."
Carried.

CEO/Librarian Patricia Reed shared information re: May Book Sale

- 02.10.25 Moved by: Deputy Mayor Burt
Seconded by: Krista Rutherford
"That the ANPL May Book Sale be moved to May 10, 2025."
Carried.

CEO/Librarian Patricia Reed shared information re: Board Volunteer Opportunities

- Family Day Frostival, February 17
- Seed Saturday & Book Sale, March 29, 9:30am-12:00pm

CEO/Librarian Patricia Reed facilitated discussion re: 2025 Fundraiser Ideas

CEO/Librarian Patricia Reed presented CEO/Librarian Vacation/Banked Time Request.

- 02.11.25 Moved by: Linda Cardwell
Seconded by: Deputy Mayor Burt
"That CEO/Librarian Vacation/Banked Time Request be approved as presented."
Carried.

Adjournment

- 02.12.25 Moved by: Linda Cardwell
Seconded by: Deputy Mayor Burt
"That the ANPL Board meeting held February 10, 2025 be adjourned at 8:37p.m. with a regular meeting to be held April 14, 2025, 7:00 p.m. at the Norwood Branch, or at the call of the Chair."
Carried



Chair



Secretary