

The Township of Muskoka Lakes Public Library Board
MINUTES - REGULAR LIBRARY BOARD MEETING
February 10, 2026

A Regular Meeting of The Township of Muskoka Lakes Public Library Board was held on February 10, 2026 at 1pm at the Norma and Miller Alloway Muskoka Lakes Public Library (Port Carling Branch) of the Muskoka Lakes Public Library system.

Present:

Heidi Berninger
Barb Bridgeman
Doug Crichton (Virtual)
Valerie Duke – Board Chair
Mary Ellen McIntyre – Councillor
Andrew Whitfield – CEO, Secretary Treasurer
Marg Buddo

Regrets:

Deborah Stokes

- 1. Call to order**
 - a. V. Duke called the meeting to order at 1:07pm.

- 2. Respect and Acknowledgement Declaration**

<p>“The Muskoka Lakes Public Library acknowledges that these lands and waters are the traditional homeland of the Ojibway Nation and the Huron /Wendat Nation and includes the Wahta Mohawks Nation and communities of the Metis Nation of Ontario. We acknowledge their stewardship throughout the ages.”</p>
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- 3. Disclosure of Pecuniary Interest**
 - a. None declared

- 4. Adoption of Agenda**

Consideration of a resolution to adopt the Library Board agenda dated February 10, 2026.

Resolution Number 1 -02/10/26

Moved by B. Bridgeman; Seconded by M. McIntyre; be it resolved that the Library Board agenda be adopted.

Carried.

5. Receipt/Adoption of Minutes

Consideration of a resolution to adopt the Library Board minutes dated January 13, 2026.

Resolution Number 2 -02/10/26

Moved by M. McIntyre; Seconded by H. Berninger; be it resolved that the Library Board minutes be adopted.

Carried.

6. Business Arising from the Minutes

a. Library Service and Space Review – Draft Request For Proposals

CEO to confirm with Treasury department where the \$5,000,000 insurance amount comes from.

Changes made to section 7 – adding in schematics to the deliverables, section 8 wording and addition of industry standard software, and section 9.2 wording making it more clear about use of township/MLPL space. Discussion around modifying weighting of scoring, ultimately left as proposed. Addition of some more demographic work and understanding added to scope.

CEO to reach out to Chamber of Commerce, MLA, and Muskoka Ratepayers, re: potential leads on consultants who would be interested.

The Board/CEO will endeavour to select a candidate at the March board meeting, or shortly thereafter, with the work to commence ASAP thereafter. The Board agreed to the timeline and the CEO will work to get the updated RFP posted.

b. Pricing on receipts

Work continues on finding out what is feasible.

7. Financial

a. January reports to be discussed in March due to timing with Treasury Department.

8. Reports

a. CEO Report – January 2026

Question re: Home Delivery usage and possible partnership with Andy's House @ Home. The Board was pleased with the addition of snowshoes to the library of things. Suggestion to reach out to Cranberry Marsh re: passes to borrow

b. Council Report – December 2025

c. Council Report – January 2026

9. Policy Development and Review

a. OP05-Membership

- In person renewal wording

CEO explained reason for request to allow video renewals if necessary. Question around educator cards and different uses. Request to add in Ontario Photocard to list of acceptable ID.

Resolution Number-3- 02/10/26

Moved by M. Buddo; Seconded by H. Berninger; be it resolved the Library Board adopts OP-05 – Membership as amended.

Carried.

10. New and Unfinished Business

- a. CEO Goals for 2026

CEO Goals for 2026 were reviewed and accepted.

- b. MOU with West Muskoka Foodbank for Community Fridge/Pantry

Board okay to have CEO proceed with signing of MOU.

- c. 2026 Meeting Schedule

2026 Meeting schedule confirmed/accepted.

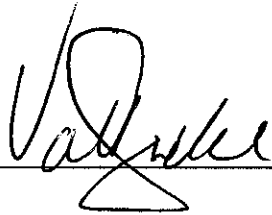
11. Closed Session

12. Adjournment

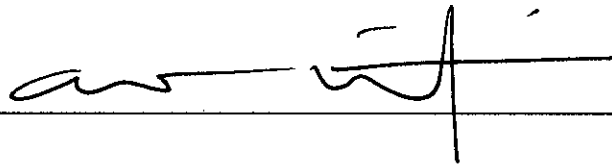
Resolution Number 4-02/10/26

Moved by H. Berninger; seconded by B. Bridgeman: be it resolved that the meeting adjourn at 2:50pm and the next regular meeting of the Board will be held on Tuesday, March 10, 2026 at 1:00 p.m.

Chairperson: _____



Secretary: _____



Approved: _____

Apr 14, 2026