



## **Essex County Library Board Regular Meeting Minutes**

(also available at [www.essexcountylibrary.ca](http://www.essexcountylibrary.ca) under About the Library)

**Wednesday, November 27, 2024**

**Room C, 2<sup>nd</sup> Floor  
360 Fairview Avenue West  
Essex, Ontario N8M 1Y6**

### **Mission**

The Essex County Library is a space of discovery for all at the heart of our communities.

### **Vision**

The Essex County Library strives to be a trusted community partner, enriching the lives of residents by providing responsive services and creating connections to information, entertainment, and knowledge. As a cornerstone of our County, the Library fosters engagement and lifelong learning through spaces and services that evolve to meet needs of the community.

### **Members:**

Joe Bachetti, Chair  
Tracey Bailey  
Sherry Bondy, Vice Chair  
Terry Burns  
Chris Gibb  
Heather Latam  
Lauren Segedin

### **Administration:**

Bianca Batto, Coordinator, HR  
Adam Craig, Chief Librarian/C.E.O.  
Manuela Denes, Manager, Community Services  
Natalie Hatch, Manager, Support Services  
Grant Munroe, Manager, Public Services

## **6:00 PM Regular Meeting**

### **1. Land Acknowledgement**

We begin by acknowledging that the land on which the County of Essex is located is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa, and Potawatomie Peoples.

We specifically recognize Caldwell First Nation and other First Nations which have provided historical and contemporary contributions to this region.

We also value the contributions of all Original Peoples of Turtle Island, who have been living and working on this land from time immemorial.

### **2. Recording of Attendance**

Members of the Essex County Library Board attended the meeting at the Civic Centre.

Ms. Bailey and Mr. Burns were not in attendance.

### **3. Approval of the Agenda**

**24/59**

Moved by Mr. Gibb

Seconded by Ms. Latam

**That** the Agenda be accepted as distributed.

**Carried**

### **4. Adoption of Regular Meeting Minutes**

**24/60**

Moved by Ms. Segedin

Seconded by Mr. Gibb

**That** the minutes of the October 30, 2024 Regular Meeting of Essex County Library Board be adopted as presented.

**Carried**

**5. Consent Agenda**

**A) Chief Executive Officer's Report**

Adam Craig, CEO, verbally acknowledged some of ECL's greatest successes over the 2024 calendar year. These included:

- Exceeding expectations in program attendance and circulation,
- "Pitch-In with ECL",
- Solar Eclipse Glasses,
- Summer Reading Program, and
- Green Bench Initiative.

Adam took this opportunity to thank ECL staff for all of their hard work this year, as well as thanked the Board for their time and interest in the Library.

Statistics were shared with the Board.

**24/61**

Moved by Ms. Segedin  
Seconded by Ms. Latam

**That** the Board receive the consent items: Chief Executive Officer's report for information.

**Carried**

**6. Reports**

**A) 2025 Essex County Library Board Meeting Schedule**

The meeting schedule was presented to the board for approval.

**24/62**

Moved by Ms. Latam  
Seconded by Ms. Segedin

**That** the Board receive the 2025 Essex County Library Board Meeting Schedule for information; and, approve.

**Carried**

**B) 2025 Essex County Library Holiday Schedule**

The 2025 Essex County Library Holiday Schedule was presented to the Board for approval.

**24/63**

Moved by Mr. Gibb

Seconded by Ms. Bondy

**That** the Board receive the 2025 Essex County Library Holiday Schedule for information; and, approve.

**Carried**

**C) Operational Policy Report**

The following policies were presented to the Board for approval:

- Safe Child Policy
- Donation and Sponsorship Policy
- Accessible Customer Service Policy

Changes made to the Safe Child Policy are limited to adding a new level of specificity to article 5.1 a). The original policy was vague and did not assign any age limitations. The updated version includes a minimum age requirement of 10 years old for a child to be unattended in or about the library premises. The policy will also include an amendment to expand the policy scope to considering existing policies from municipal facilities collocated within library branches.

Both the Donation and Sponsorship policy and the Accessible Customer Service policy were only updated in terms of format, language, and spelling but otherwise remain unchanged.

**24/64**

Moved by Mr. Gibb

Seconded by Ms. Latam

**That** the Board receive the Operational Policy report for information; and, approve the Safe Child Policy, Donations and Sponsorship Policy, and the Accessible Customer Service policy.

**Carried**

**7. Communication**

**A) Stoney Point Branch Closure**

The branch remains closed to staff and the public.

Earlier this week, the Town of Lakeshore followed up with the manufacturer of the portable building for December delivery for repairment.

The Board is directing Administration to send a letter to Town of Lakeshore Council advising that ECL is eager to reopen the branch and is requesting an anticipated resolution.

**8. New Business**

**A) Motion**

Direct Administration to draft a letter to Town of Lakeshore Council concerning the Stoney Point re-opening.

**24/65**

Moved by Ms. Bondy  
Seconded by Mr. Gibb

**That** the Board direct Administration to draft correspondence to the Town of Lakeshore concerning the Stoney Point branch re-opening.

**Carried**

**9. Date and Location of Next Meeting**

Date: Wednesday, February 26, 2025  
Location: Council Chambers, County of Essex Administration Building

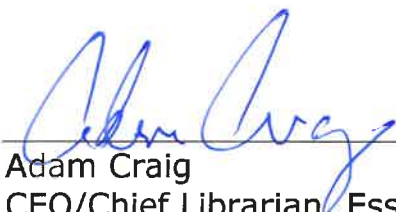
**10. Adjournment**

Upon motion of Ms. Latam and Ms. Segedin, the Chair declared the meeting adjourned at 6:28 PM.



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Joe Bachetti  
Chair – Essex County Library Board



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Adam Craig  
CEO/Chief Librarian, Essex County Library  
Secretary and Treasurer to the Board