

**DRAFT Agenda
Woodstock Public Library Board
October 8, 2024**

Date: Tuesday, October 8, 2024
Time: 4:15 p.m.
Place: Library Meeting Room

1. **Call to Order**
2. **Indigenous Acknowledgement**

The Library Board would like to acknowledge that we are meeting on traditional and ancestral land of the Haudenosaunee, Lanape, and Anishnaabek Peoples. We thank all generations of people who have taken care of this land and recognize and reflect upon their historic and present connection and contributions to this land and place.
3. **Approval of the Agenda**

Recommendation:
That the Board approves the Agenda as circulated (or following corrections or additions).
4. **Declaration of Conflict of Interest**
5. **Minutes of the Meeting of September 10, 2024**

Recommendation:
That the Board approves the Minutes of the meeting of September 10, 2024, as circulated (or following corrections).
6. **Business Arising from the Minutes**
 - a) **Strategic Plan**
7. **Chairperson's Remarks**
8. **Delegations/Presentations**

None
9. **Board Education**

None
10. **Consideration of Correspondence**
 - a) **Friends of the Library**

Minutes of the Meeting of May 8, 2024
Recommendation:
That the Board receives the Minutes of the meeting of the Friends of the Woodstock Public Library for May 8, 2024, as information.

11. Administrative Reports

a) Monthly Report

- i) Report of the Chief Executive Officer
- ii) Report of the Director of Library Services/Deputy CEO

b) Statistics

- i) Library Systems Activities for the month of September, 2024

c) Policy Review

- i) Report – 2023-2026 Board Policy Review Update
- ii) Report – Disconnect From Work Policy
- iii) Disconnect From Work Policy

Recommendation:

That the Woodstock Public Library Board approves the Disconnect From Work Policy as presented.

12. Committee Reports

a) Ontario Library Service Trustee Assembly

Verbal Update

b) Health and Safety

Minutes for July 11, 2024

Recommendation:

That the Board approves the Minutes of the Joint Health and Safety Committee meeting of July 11, 2024.

13. Finance

a) Treasurer's Report

Recommendation:

That the DRAFT Statement of Revenues and Expenditures for the period ending September 30, 2024, and the DRAFT Summary of Trust Account for the period ending September 30, 2024, and the DRAFT Summary of the Jessie McDougall Trust Fund for the period ending September 30, 2024, be received as information.

14. New Business

None

15. Notices of Motion

None

16. Attachments

- a) **Oxford Reads Gala to welcome author Emily Austin;** Woodstock Ingersoll Echo; September 27, 2024 edition

17. Committee of the Whole In-camera

Public Libraries Act, R.S.O. 1990, c. P.44 s. 16.1 (4)

A meeting or part of a meeting may be closed to the public if the subject matter being discussed is,

- (a) the security of the property of the board;*
 - (b) personal matters about an identifiable individual;*
 - (c) a proposed or pending acquisition or disposition of land by the board;*
 - (d) labour relations or employee negotiations*
 - (e) litigation or potential litigation, including matters before administrative tribunals, affecting the board;*
 - (f) advice that is subject to solicitor-client privilege, including communication necessary for that purpose;*
 - (g) a matter in respect of which a board or committee of a board may hold a closed meeting under another Act. 2002, c. 17, Sched. C, s.24 (5).*
-

18. Next Meeting

Tuesday, November 12, 2024, 4:15 p.m.

19. Adjournment

VISION

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Woodstock Public Library Board

DRAFT Meeting Minutes September 10, 2024

A regular meeting of the Woodstock Public Library Board was held on Tuesday, September 10, 2024, at 4:15 pm, in the Meeting Room at the Woodstock Public Library.

a) The following Board members were present:

Mary Anne Silverthorn, Chair
Danielle Barry, Vice Chair
Lynn Wareing, Trustee
Ken Whiteford, Trustee
Councillor Kate Leatherbarrow
Councillor Deb Tait
Councillor Bernia Martin

b) The following persons were also present:

Lindsay Harris, CEO
Megan Cook, Director of Library Services/Deputy CEO
Lori Peixoto, recorder

1. Call to Order

M.A. Silverthorn called the meeting to order at 4:15 pm.

2. Committee of the Whole In-camera

Motion 24-52

MOVED by B. Martin and seconded by D. Tait that the Board moves into Committee of the Whole In-camera at 4:16 pm.

Motion carried.

Motion 24-53

MOVED by D. Tait and seconded by D. Barry that the Board moves out of Committee of the Whole In-camera at 4:48 pm.

Motion carried.

Motion 24-54

MOVED by K. Whiteford and seconded by D. Tait that the Board approves the Agenda for the Meeting of the Committee of the Whole In-camera.

Motion carried.

Motion 24-55

MOVED by D. Barry and seconded by B. Martin that the Board approves the Minutes of the Committee of the Whole In-camera for June 19, 2024.

Motion carried.

Motion 24-56

MOVED by D. Tait and seconded by L. Wareing that the Board receives verbal reports on labour relations and employee negotiations.

Motion carried.

3. Indigenous Acknowledgement

The Library Board would like to acknowledge that we are meeting on traditional and ancestral land of the Haudenosaunee, Lanape, and Anishnaabek Peoples. We thank all generations of people who have taken care of this land and recognize and reflect upon their historic and present connection and contributions to this land and place.

4. Approval of the Agenda

Motion 24-57

MOVED by L. Wareing and seconded by B. Martin to approve the Agenda.

Motion carried.

5. Declaration of Conflict of Interest

None.

6. Minutes of the Meeting of June 19, 2024

Motion 24-58

MOVED by K. Whiteford and seconded by D. Barry to approve the Minutes of the meeting of June 19, 2024, as circulated.

Motion carried.

7. Business Arising from the Minutes

a) Strategic Plan

L. Harris updated the Board on strategic plan processes through the summer months including community consultations, surveys, and meetings of the steering committee.

8. Chairperson's Remarks

M.A. Silverthorn reminded the Board that the CEO's Annual Performance Evaluation is targeted for completion by the end of October. It was requested of the Administrative Assistant to circulate the appropriate documents to Trustees, with Board commentary due to the Board Chair by September 27.

9. Delegations/Presentations

None.

10. Board Education

None.

11. Consideration of Correspondence

None.

12. Administrative Reports

a) Monthly Report

i. Report of the Chief Executive Officer

L. Harris reported on activities through the summer, and noted that the Director of Library Services would speak to more detail on programming.

L. Harris provided details on the Library's website being updated, budget work being done by Senior Team, and customer service work.

There were no questions from the Board.

ii. Report of the Director of Library Services/Deputy CEO

M. Cook provided details on summer programming outcomes and statistics, updates on the Friends activities, and new staff positions that had been filled.

Members of the Board commented positively on the success of summer programming.

b) Statistics: Library Systems Activities for Summer, 2024

L. Harris reported that the Library registered close to 500 new library cards over the summer, and the number was continuing to climb. Details were provided on a number of statistics.

There were no questions from the Board.

c) Policy Review

i. Report – Public Use of Library Facilities

L. Harris updated the Board on the Library being included with the City's facility rental insurance, making the rental of the Library's spaces more accessible to the community. Other changes to the policy include the removal of the fee schedule and rental agreement, not necessary to be part of the policy.

ii. Public Use of Library Facilities Policy

Motion 24-59

MOVED by D. Tait and seconded by L. Wareing that the Woodstock Public Library Board approves the Public Use of Library Facilities Policy as presented.

Motion carried.

13. Committee Reports

a) Ontario Library Service Trustee Assembly

L. Wareing expressed regrets for the next meeting of the Trustee Assembly on November 13, 2024, and asked if another Library Board Trustee could attend in her absence.
L. Harris would check on that and report back.

b) Health and Safety

Motion 24-60

MOVED by D. Tait and seconded by B. Martin that the Board approves the Minutes of the Joint Health and Safety Committee for the meeting of May 9, 2024.

Motion carried.

14. Finance

a) Treasurer's Report

Motion 24-61

MOVED by L. Wareing and seconded by D. Tait that the DRAFT Statement of Revenues and Expenditures for the period ending August 31, 2024, and the DRAFT Summary of Trust Account for the period ending August 31, 2024, and the DRAFT Summary of the Jessie McDougall Trust Fund for the period ending August 31, 2024, be received as information.

Discussion was had regarding the budget line for Building Maintenance, and it was noted that the unexpected expense of having to seek a new snow removal contract increased that line more quickly than usual. Quotes were being sought for a contract for the 2024-25 season that would be included in the next operating budget.

Motion carried.

b) Report – 2025 Capital and Revenue Fund (Operating) Budgets

L. Harris provided the schedule for budget submissions, and noted that a draft operating budget would be brought to the Board at the meeting in October, for discussion and feedback, and a final version would be put before the Board in November. Following approval, the operating budget would be submitted to Treasury the next day in keeping with their submission deadline.

L. Harris provided details on the capital budget requests including the Early Literacy stations being outdated, needing to be replaced, IT needs that would ultimately improve cyber security, and the outstanding capital project for carpeting in Children's that was no longer a desirable project to pursue.

Motion 24-62

MOVED by D. Tait and seconded by B. Martin that the Woodstock Public Library Board approves the proposed Early Literacy Station replacement capital project for submission of \$8,000.00 to the 2025 City of Woodstock Capital Budget, and that the Woodstock Public Library Board approves the proposed IT network and security systems upgrades capital project for submission of \$17,500.00 to the 2025 City of Woodstock Capital Budget, and that the Woodstock Public Library Board approves the proposed IT equipment replacement capital project for submission of \$14,500.00 to the 2025 City of Woodstock Capital Budget, and

that the Woodstock Public Library Board formally rescinds Capital Project 11086 – Carpeting of the Children’s Area in the Library.

Motion carried.

15. New Business

a) Library Closure – Staff Development and Recognition Day

Motion 24-63

MOVED by K. Whiteford and seconded by L. Wareing to approve that the Woodstock Public Library close on Friday, December 6, 2024, for staff development and the annual staff recognition event.

Motion carried.

L. Harris noted that the format would be similar to last year with the staff recognition event occurring in the afternoon, with an invitation to members of the Board to attend.

16. Notices of Motion

None.

17. Attachments

None.

18. Next Meeting

Tuesday, October 8, 2024, 4:15 pm.

19. Adjournment

MOVED by K. Whiteford that the meeting adjourn at 5:45 pm.

Vision

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Minutes
Friends of the Woodstock Public Library
May 8, 2024

Present: Matthew Lloyd, Chair
Rick Cole – Vice-Chair
Gerry Wormald - Treasurer
Marion Baker – Secretary
Susan Hamilton
Christina Cullen
Andie Lennox
Peter Ruehlicke
Diana St. Clair
Kathie Richards
Karen Leslie
Jenny deHaan
Laura Schneider
Sylvia Weiser-Sutherland
Lauren Lambkin

Also Present: Megan Cook, Director of Library Services/Deputy C.E.O., Woodstock Public Library

Regrets: Lee Mathers, Sharron Skevington

Chair Matthew Lloyd calls the meeting to order at 5:00 p.m. and welcomes those present.

Agenda: Moved by: Christina Cullen
Seconded by: Sylvia Weiser-Sutherland

That the Agenda for the May 8, 2024 meeting be approved. Carried.

Minutes:
Moved by: Karen Leslie
Seconded by: Jenny deHaan

That the Minutes of the April 10, 2024 meeting be approved. Carried.

Updates and Reports:

Financial:
Treasurer Gerry Wormald provides an up-dated financial statement as at May 4, 2024.

Membership Update:
Secretary Marion reports receiving an enquiry about the requirements of membership of Friends of the Library and also reports a letter has been emailed in response to a query about any interest Friends members might have in a cross-stitch project. The Secretary responded that Friends of the Library does not participate in this type of project.

Library Update - Megan Cook:
Megan reports there are 70 boxes of books in storage for the sale taking place this Saturday, May 11th.

Megan also talks about the successful visit of Terry Fallis who spoke at the Author's Evening and appreciation of the Friends financing of Mr. Fallis' visit and the cost of the refreshments provided by Oxford Gardens.

New, Ongoing Business:

Book Sale Pricing:

There is general discussion about whether or not to keep book sale prices the same for this sale or wait until the next sale to make a change. Suggested prices are \$2.00 for hard cover, \$1.00 for soft cover, children's books \$1.00 or \$2.00 and CDs, DVDs and children's video games at \$1.00 each. 'Fill a Bag' for \$5.00 will commence at 3 p.m. the day of the sale. Young adult books will be placed with adult books.

Motion:

Moved by: Gerry Wormald

Seconded by: Karen Leslie

That pricing for the children's books be 50¢, adult books, soft cover \$1.00 and hard cover \$2.00. Carried.

A sign of Friends design and created by Woodstock Print and Litho has been received at the library and will be on display for patrons to view the day of the May sale and future sales.

Mission Statement:

Yet to be determined.

June 12th Pot Luck:

Past Vice-Chair/Acting Chair Frances Gottschlich will be invited to attend the pot luck as a guest of Friends.

Andiie Lennox will co-ordinate the pot-luck gathering.

Date of Next Meeting:

Wednesday, September 11, 2024 at 5:00 p.m. in the library meeting room.

Adjournment

Chair Matthew calls for the meeting to be adjourned.

The meeting is adjourned at 5:55 p.m.

Matthew Lloyd, Chair _____



Subject: CEO Report

Action: For Information

Prepared by: Lindsay Harris

Meeting of: October 8, 2024

Community Connections

In September I was fortunate to attend the launch of Oxford County's anti-trafficking strategy in Ingersoll along with our Deputy CEO. This meeting was a follow-up to training I had attended along with numerous community agencies about a year ago, and the progress in the implementation of a strategy in our community is excellent. I am currently investigating ways the Library can support this initiative through partnerships, staff education, and referral.

On October 4, I was elected to the Vice President/President Elect position of the Ontario Library Consortia (OLC) executive. WPL has belonged to this consortium for many years, and our ILS, Discovery Layer, and subscriptions to other back of house systems are procured and supported through this group. This is a 9-year commitment, serving 3 years as Vice President, 3 years as President, and then the final 3 years as past-President. I'm looking forward to working with libraries across Ontario as part of the executive committee.

Strategic Planning Update

The Library's strategic planning committee completed the community engagement portion of our work over the last three months and will be meeting next week to start pulling together everything that we have learned. From there, new strategic priorities will be identified to form the basis for the new strategic plan. Some themes were quite apparent in the survey and are items that do not need to wait for the strategic planning process to be completed to be addressed. One of those specific themes is addressed in the 2025 draft budget submission discussed below.

Overall, it is wonderful to hear from our community how much they value our services and enjoy engaging with our staff, programs, and services. I look forward to bringing the draft strategic plan to the Library Board alongside the other committee members in the not-too-distant future.

Operating Budget 2025 Forecast

The Library's Draft Revenue Fund (Operating) Budget will be brought to the Library Board for approval to submit to City Council at the November Board Meeting. Given the tight timeline for approval and submission, a discussion by the Board regarding the major factors affecting this year's budget forecast as well as the requested addition to base budget will ensure an efficient process come November. The major factors that will affect the Library Budget in 2025 are non-negotiable increases from vendors, contractual and benefit obligations, and the addition of a critical new managerial position in the organization.

The base budget projection at this point includes the vendor increases, alongside contractual and benefit obligations. Other additions include the increases to the cost of snow removal and other facility maintenance expenses. It also includes cost reductions to some budget lines where savings have been identified in 2024. While there are some financial factors that have not yet been solidified that may further impact the base budget, at this time the projected increase is 5.8%, which is the equivalent of \$165,160.40.

In addition to the Library's base budget, we are seeking to fill a critical new role to support the Library's physical space. Over the past few years, the demand on the Library's very small facilities staff team has increased on an exponential, and unsustainable level. We have received many comments and concerns from the public about the physical state of the library building. Currently, the Library does not have facilities staff on site during the full operational hours of the building, leaving 3-5 opening hours per day without support. Additionally, the roles of these positions have changed significantly over the years, and the tasks and needs of the organization are far beyond what our current service levels and job descriptions can support.

The Library is seeking the addition of a facilities manager to supervise, support, and train our custodial staff, liaise with contractors and vendors, support the management team in health and safety, legislative requirements, and capital projects, to liaise with City of Woodstock staff, and much more. This position is long overdue for this organization, and we have hit a critical point where the demands for our facilities staff far exceed our current capacity. The full cost of this role is approximately \$113,000 including salary and benefits, which increases the projected budget ask to \$278,340.40, or 9.8% over 2024.

I look forward to hearing the Board's feedback and direction in this matter to prepare us for the November budget approval.



Subject: Library Services Report for September, 2024

Action: For Information

Prepared by: Megan Cook, Director of Library Services

Meeting of: October 8, 2024

Contribute Vibrant Spaces

On September 19, we offered our popular Retro Video Gaming Night in partnership with the Operandi Gaming Community. This program gives the community an opportunity to play a sampling of retro games on various consoles. We run this program several times throughout the year and this month we saw our highest attendance since offering the program at 48 participants. Participants were mostly families. We received positive feedback through social media about the program:

"My husband went with my 2nd grader. My son is still buzzing with how amazing it was. He loved playing Pacman and Tetris! Thank you for hosting this!"

On September 28, we had the caretakers and knowledge keeper from Aspens Ojibwe Horse Sanctuary and two Ojibwe Spirit Horses join us for a library program outside on our lawn. 54 people attended to learn more about these rare and critically endangered horses. Feedback was positive and participants enjoyed the program.

Our Systems and Technical Services Supervisor is currently exploring options to enhance our virtual space and offer more digital content and online resources to meet the growing needs of our community.

Strengthen Our Community

This month our Information Services and Marketing Librarian started. We are excited to have a librarian dedicated to standardizing our brand and communicating the important services and programs the library has to offer.

We hosted our first Multilingual Storytime on September 21 in partnership with the Filipino-Canadian Association of Oxford County. We plan to offer this program each

month alongside community experts and organizations. During the programs, participants will learn about and celebrate different cultures through language, art, song and story. Our next Multilingual Storytime will be in partnership with the Ukrainian Community of Woodstock on October 19.

We hosted a Community Conversation event on September 26 at the Woodstock Art Gallery. Through this event, we were able to gather valuable feedback from community members and library users to help inform our new Strategic Plan.

Reinforcing Our Capabilities

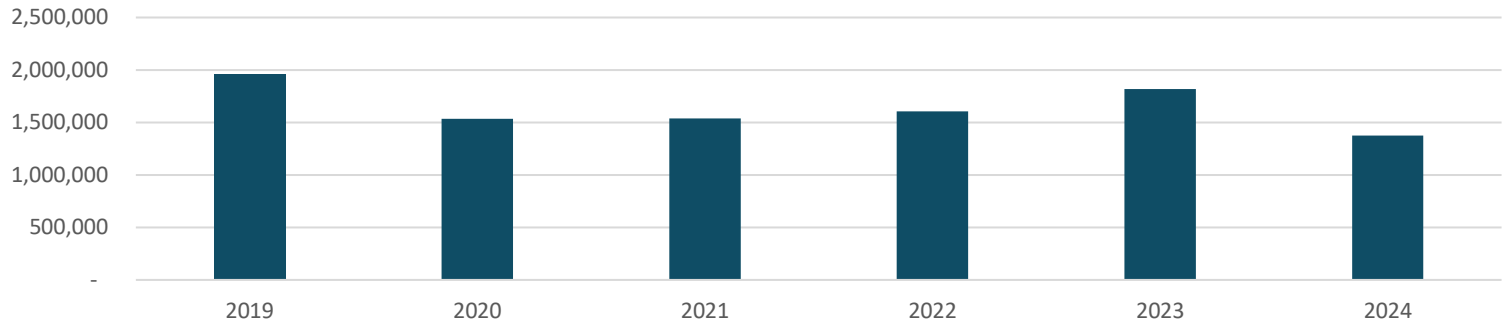
This month we booked a number of professional development training sessions and conferences for staff including First Aid training, Crucial Conversations for Mastering Dialogue training, the Ontario Library Service Virtual Conference and the Child and Youth Expo hosted by the Ontario Library Association. Training will occur over the next several months.

We welcomed three new staff members to our team in September: in our Technical Services Department we welcomed our Systems and Technical Services Supervisor, and in our Public Services Department, our Information Services and Marketing Librarian and our Part-time Information Services Librarian.



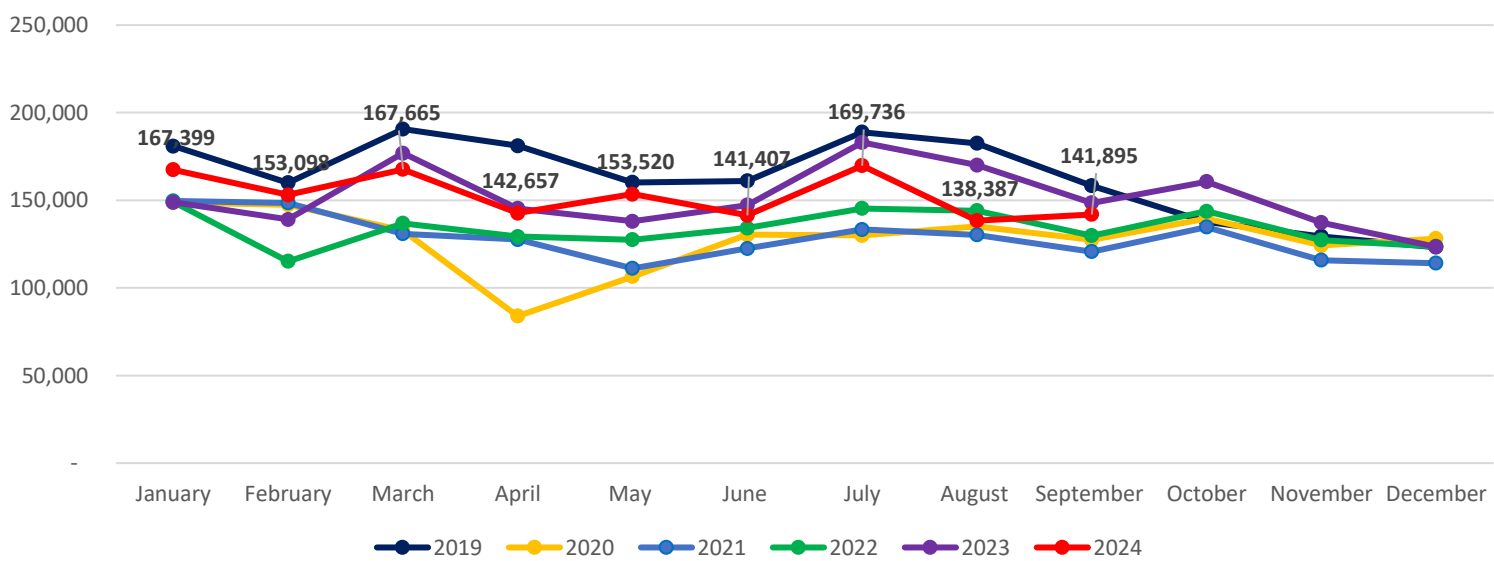
WOODSTOCK Public Library

Total Library Uses 2019 - 2024 YTD

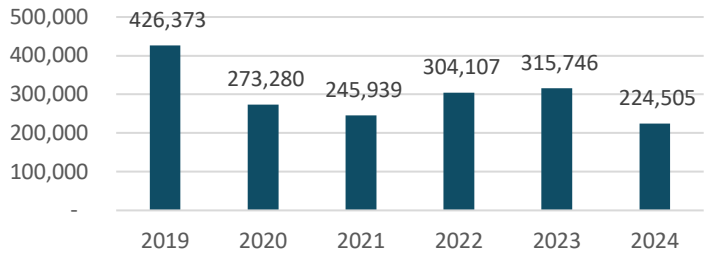


2024	Total Circulation	In Person Visits	Electronic Visits	Social Media Engagments	Program Attendance	Public Computer Use	WIFI Access	Database Searches	Total Library Uses
January	25,479	11,569	91,259	32,820	1,144	1,084	1,600	2,444	167,399
February	25,816	11,445	86,320	24,776	1,296	934	1,712	799	153,098
March	27,447	12,424	99,361	23,214	1,747	1,138	1,664	670	167,665
April	24,408	12,020	86,147	13,772	1,528	1,035	1,881	1,866	142,657
May	22,186	11,230	90,099	22,155	1,854	892	1,845	3,259	153,520
June	22,510	10,961	87,408	11,572	3,910	993	1,662	2,391	141,407
July	27,247	13,281	103,661	14,472	6,314	1,002	1,276	1,483	168,736
August	26,142	11,025	82,815	10,705	3,831	927	1,219	1,723	138,387
September	23,270	11,361	78,675	15,341	1,321	1,010	1,703	9,214	141,895
October									-
November									-
December									-
TOTAL	224,505	105,316	805,745	168,827	22,945	9,015	14,562	23,849	1,374,764

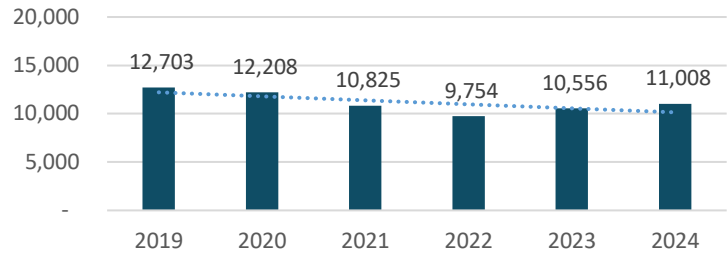
Total Library Uses by Month 2019-2024



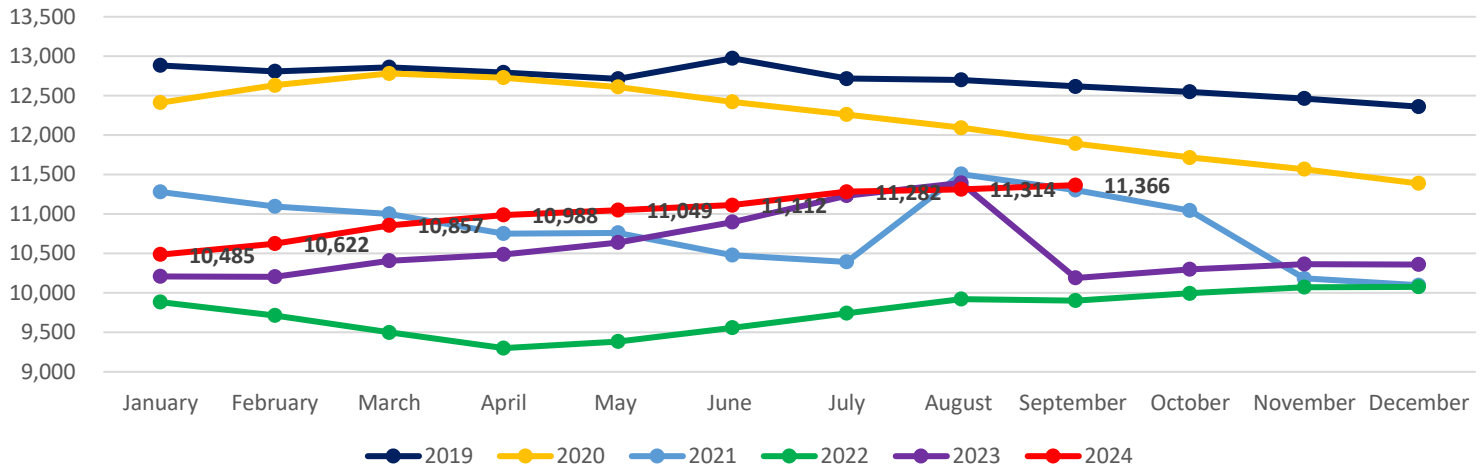
Annual Library Circulation Total 2019-2024



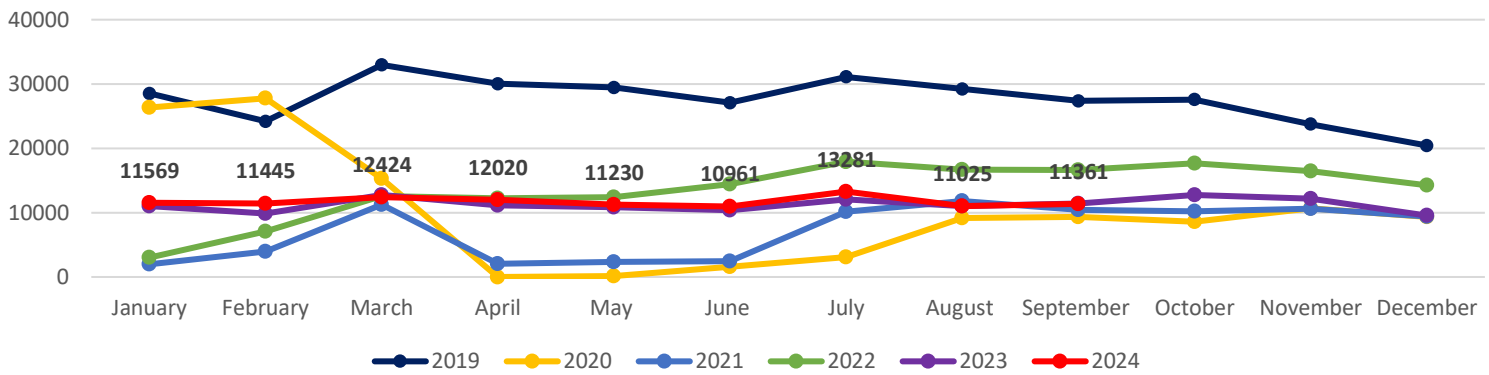
Monthly Average Active Users Count 2019-2024 YTD



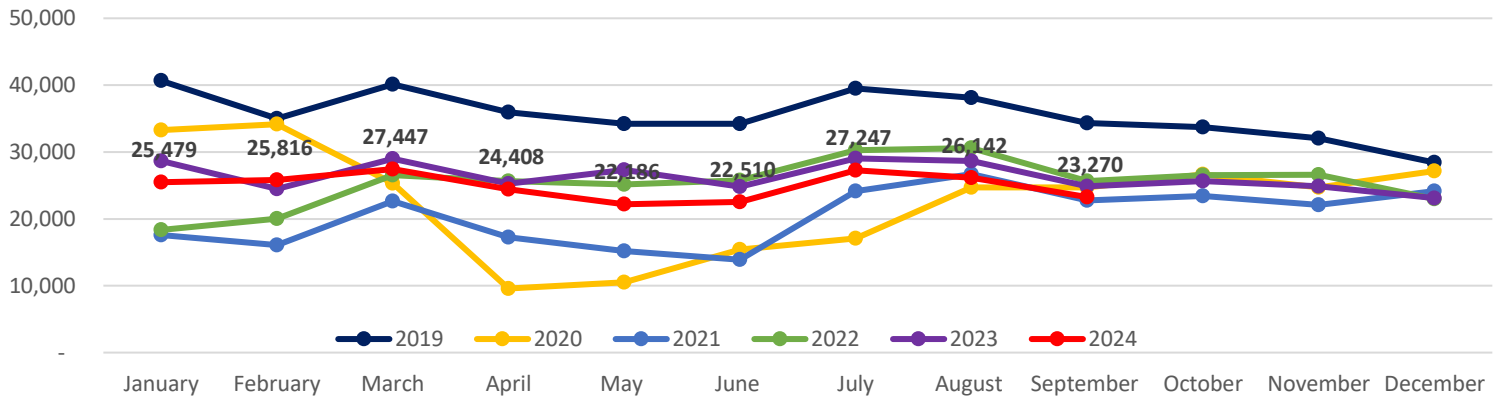
Active Cardholders 2019-2024



In Person Visits - 2019-2024



Total Circulation by Month - 2019-2024 (Physical & Digital)





Subject: 2023-2026 Board Policy Review Update

Action: For Information

Prepared by: Lindsay Harris

Meeting of: October 8, 2024

Background and Discussion

Early in the Board's term, a discussion was held regarding the state of the Library's policies. Since that discussion, Management and the Library Board have worked diligently to update and modernize the many policies that guide the Library in its service to the community. This report summarizes the policy work of the Board thus far and outlines the upcoming work for the duration of the term.

At this halfway point through the Board's tenure, 15 policies have been revised, updated, and approved by the Library Board, with two more policies scheduled for review and approval in October and November of this calendar year. Additionally, several redundant policies were also rescinded by the Board. The most out-of-date policies have been updated during the past two years, with only three policies outstanding that were not updated during the previous Board's tenure.

Moving forward, the Board is on track to complete the revision of all current policies, and consider a few new ones recommended by industry standards. In total, 14 policies are outstanding for review in 2025/26, plus potential new policies coming forward. Some of these policies may be combined as the work to update them proceeds.



Subject: Disconnect From Work Policy

Action: For Review and Approval

Prepared by: Lindsay Harris

Meeting of: October 8, 2024

Recommendation

That the Woodstock Public Library Board approves the Disconnect From Work Policy as presented.

Background

The Disconnect From Work Policy has been updated to align with current practices and to clarify wording. Upon approval, a copy of the updated policy will be distributed to all staff in accordance with *The Ontario Working for Workers Act, 2021, S.O. 2021, c35 – Bill 27*

Discussion

The Ontario Working for Workers Act, 2021, S.O. 2021, c35 – Bill 27 requires employers to have a disconnect from work policy to ensure staff are encouraged and able to disconnect from work on personal time without fear of reprisal. In addition to this legal requirement, the Library recognizes the importance of disconnecting from work and its impact on mental health and employee health and well being, and encourages staff to take advantage of time off from work to rest and recharge.



Woodstock Public Library Policy

Policy Name: Disconnect From Work Policy

Category: Personnel

Version: October 8, 2024

POLICY STATEMENT AND RATIONALE

The Woodstock Public Library Board considers the health and wellbeing of its employees as of utmost importance. As such, the Board encourages and supports staff in prioritizing their own wellbeing. Disconnecting from work is vital for a person's wellbeing as well as for sustaining a good work-life balance.

SCOPE

This policy applies to all employees of the Woodstock Public Library.

POLICY

1.0 Authority

1.1 This policy is in accordance with the *Ontario Employment Standards Act, 2000, c. 41, Part VII.0.1, Sections 21.1.1 & 21.1.2.*

2.0 Responsibility

2.1 The Library CEO is responsible for implementing the appropriate procedures in accordance with this policy.

2.2 A copy of this policy must be given to all employees within 30 days of any changes being made.

2.3 A copy of this policy must be given to all new employees within 30 days of being hired.

2.4 Employees are responsible for ensuring that they have read and understand this policy as it relates to their own work, and that of other employees.

3.0 Guiding Principles

- 3.1 An employee's time outside of scheduled working hours is meant for employees to recharge and spend time as they wish and should not be used to complete work-related tasks; however, there may be a lack of separation between home and work that makes it difficult for some employees to truly disconnect. Because modern technology makes work more accessible, employees may end up continuing to work even after their workday is done and may feel obligated to continue working or respond to communications. This policy is intended to encourage staff to disconnect, without fear of repercussions.
- 3.2 Employees who do not fully disconnect from their work at the end of the day may experience stress and other mental health issues. Stress and poor mental health are associated with many of the leading causes of disease and disability, can lead to burnout, negatively affect performance, mood and attendance, and can impact personal and professional relationships.
- 3.3 The Board is committed to increasing overall employee health and wellness and providing employees with a better work-life balance.

4.0 Application

4.1 Disconnect from Work

4.1.1 Disconnecting from work means that employees:

- a) Can and should stop performing their job duties and work-related tasks when they are not expected to work.
- b) Are not required to take work home with them to complete outside of regularly scheduled hours of work.
- c) Are not expected or required to respond to work-related communications outside their regular working hours, while on break, or during any paid or unpaid time off.
- d) Should take and use all their scheduled breaks and time off entitlements for non-work-related activities.
- e) Will not face repercussions or be penalized for not communicating or continuing to work outside of their regularly scheduled hours of work.

4.2 Needs of the Library

4.2.1 Naturally there may, on occasion, be legitimate situations when it is necessary to contact employees outside of normally scheduled working hours, including but not limited to:

- a) Checking availability for shifts.
- b) To fill in at short notice for another employee.
- c) Where unforeseeable circumstances may arise.
- d) Where an emergency may arise.

- e) Where business and operational reasons require contact out of normally scheduled working hours.

4.3 Workload and Productivity

- 4.3.1 The Library understands that employees may want or feel a need to work outside their normal scheduled hours of work to meet a time-sensitive deadline, to attend to an urgent matter, or due to unforeseen circumstances; however, employees should not regularly or frequently work outside their scheduled hours of work to complete or catch up on work.
- 4.3.2 Employees who cannot manage their workload during their regularly scheduled hours should meet with their direct supervisor to evaluate their current workload, priorities, and deadlines.

5.0 Communications

- 5.1 Employees may feel obligated to send or respond to messages when not working. The Library may on occasion send general communications to employees when they are not working, such as on an employee's day off or scheduled vacation, but will do their best to ensure that they are not sending communications that require an immediate response from employees. Employees are not expected to respond to any communication when not at work, apart from unforeseen circumstances, such as an emergency.
- 5.2 Employees must also respect others and avoid direct communication such as sending emails, messages, or calling other employees outside their regularly scheduled working hours, during breaks, or during an employee's time off, such as their regular day off or vacation time.
- 5.3 The Library understands that it may be necessary to send communications to a group of employees, such as an entire department, or forward important information to an employee who is not working. If employees do send communications to others who are not at work, they should not expect a response until the other employee returns. If the matter is urgent or an emergency and requires an immediate response, employees must reach out to their supervisor.
- 5.4 Employees who do not reply to work-related communications outside of normal scheduled working hours will not face negative effects on their employment.

6.0 Breaks and Time Off

- 6.1 Breaks are provided in accordance with the *Employment Standards Act* and the Collective Agreement. They are intended to provide employees with time to recharge and enable them to resume their regular work productively. Employees should take any scheduled breaks during their shift. Employees should take time

away from their work and refrain from responding or sending work related communications during break.

- 6.2 The Library understands the importance for employees to have personal time off. Employees are encouraged to use their accrued paid vacation time, in full, every year for rest, relaxation, and personal pursuits.

7.0 Mental Health Supports

- 7.1 The Library recognizes that the workplace plays a significant role in managing and supporting mental health and understands that deterioration of mental health and wellness can be triggered by excess pressures at work or at home, and result in lowered work performance and harm one's physical and mental condition.

- 7.2 The Library supports the mental health of employees by:

- a) Attempting to minimize work-related sources of stress.
- b) Addressing internal factors that contribute to burnout.
- c) Promoting work-life balance.
- d) Helping employees recognize the signs and symptoms of mental health issues.
- e) Treat mental health with the same level of importance as physical health and safety.
- f) Provide employees with the assistance and access to resources they need to support their mental health (i.e., employee assistance programs, etc.).

RELATED DOCUMENTS AND POLICIES

Working for Workers Act, 2021, S.O. 2021, c. 35
Employment Standards Act, 2000, c. 41
Collective Agreement

DOCUMENT REVISION RECORD

Adoption Date: 12 April 2022
Review Cycle: Once per Term
Last Reviewed: 08 October 2024
Resolution No.: 24-

Minutes
Woodstock Public Library
Joint Health & Safety Committee
July 11, 2024, 2:15 pm

Employer Representative: M. Cook, Director of Library Services
L. Peixoto, Administrative Assistant (recorder)

Employee Representatives: N. Bailey
S. Bean (absent)

Location: Conference Room

The meeting of the Joint Health & Safety Committee (JHSC) was called to order on Thursday, July 11, 2024, at 2:15 pm in the Meeting Room at the Library.

1. Agenda

There were no additions, and therefore, the Agenda was approved.

2. Minutes

a) Minutes of the Meeting of May 9, 2024

There were no errors or omissions, and therefore, the Minutes of the meeting of May 9, 2024, were approved.

3. Workplace Inspections

a) Inspection of June 6, 2024

The Inspection Report was reviewed, and it was noted that the item related to fraying of the mat at the main entrance to the library had been resolved.

b) Inspection of July 9, 2024

The Inspection Report had not yet been reviewed by the CEO and Building Maintenance Supervisor, so discussion was had regarding the notes that were made in the report. There were no immediate hazards noted.

4. Co-chair Report – M. Cook

a) Training

- i. Circulation and Public Services Departmental Staff Meetings, Safe Cleanup of Biohazard Materials and Sharps Protection – Reviewed by J. Wachowiak, June 19 and June 27

M. Cook reported on Circulation and Public Services staff receiving training on safe clean-up of biohazardous materials and sharps protection, with the assistance of the Building Maintenance Supervisor.

There were no questions or concerns.

b) Fire Monitoring – Annual Testing, June 18

There were no concerns from Fire Monitoring of Canada during the annual inspection of the fire alarm system.

c) Access to Water Fountain – Repair Completed, July 5

The water fountain/bottle refill station had been out of order for approximately two weeks. During that time, the Meeting Room door was kept open so that staff and patrons could refill bottles and cups with water, as needed. Signage was posted, inviting patrons to use the sink in the Meeting Room while the fountain was awaiting repair. During the week-long heat event, several cases of bottled water were purchased in anticipation of patrons coming to the library, distressed by the heat, seeking hydration.

On July 5, the fountain was repaired.

5. Branch Communication/Concerns

a) Regulatory Information

None.

b) Email to Library Employees, dated June 18, 2024

Re: Heat Stress – Safety Talk

There were no questions or concerns.

c) Drain, Bottom of Driveway

During an excessive rain event, water pooled at the bottom of the driveway, and was slow to drain. The Building Maintenance Supervisor dismantled the drainage system, removed the debris, and there have been no issues since.

d) Floor Flashing, Adult Information Desk

A screw was tightened in the flashing. This was noticed during a workplace inspection. The issue was resolved.

e) Panic Alarm Button

The protective cover was broken. The button was tested, and was still operational. The issue was resolved.

f) Vape Detectors

M. Cook reported that the concern had been brought to the attention of the CEO, and consultation would be had with City staff regarding the installation of vape detectors in City buildings, if they exist.

6. Incident Summary

a) Injuries/Lost Time

M. Cook reported that there had been an injury sustained by an employee, hitting their head on the underside of the stairwell in the staff entrance on July 5, 2024, at approximately 1300 hours, and that the employee sought medical treatment. No corrective action was necessary, and there was no lost time with this incident.

b) First Aid Supplies

There was nothing to note.

7. New Business

a) Power Outage

M. Cook provided an update on the power outage that occurred June 6, 2024, noting there were no incidents that occurred because of it. In the event that this occurred after hours, with no Management onsite, the Person In Charge would follow the procedures in the PIC binder, offering direction to staff onsite at that time. The outage on June 6, 2024, lasted approximately 20 minutes, and procedures were followed correctly.

8. Next Inspection

a) August, 2024 – L. Peixoto, N. Bailey

b) September, 2024 – M. Cook, S. Bean

9. Next Meeting

The next meeting of the JHSC is scheduled for September 12, 2024, at 2:15 pm in the Meeting Room.

With nothing further, the meeting adjourned at 2:41 pm.

**WOODSTOCK PUBLIC LIBRARY
STATEMENT OF REVENUE AND EXPENDITURES
SEPTEMBER 2024**

REVENUES	2024 BUDGET	PREVIOUS PERIOD YTD	SEPTEMBER	YEAR TO DATE	BALANCE TO BE RAISED	% RAISED
1000-63069-0000 Southern Ontario Library Service	\$ -	\$ -	\$ -	\$ -	\$ -	
1000-63076-0000 Service Ontario Funding	\$ -	-	-	-	-	#DIV/0!
1000-63082-0000 Province of Ontario	\$ 54,860.00	-	-	-	54,860.00	0.00%
1000-63090-0000 Community Employment Centre	\$ -	-	-	-	-	#DIV/0!
1000-69701-0000 Donations	\$ 5,000.00	2,665.70	0.30	2,666.00	2,334.00	53.32%
1000-69702-0000 Photocopying	\$ 4,000.00	4,618.60	873.50	5,492.10	(1,492.10)	137.30%
1000-69703-0000 Fines, Fees	\$ 350.00	397.00	69.00	466.00	(116.00)	133.14%
1000-69704-0000 Record/Book Sales	\$ -	-	-	-	-	#DIV/0!
1000-69705-0000 Gift Shop Sales	\$ 300.00	275.50	51.00	326.50	(26.50)	108.83%
1000-69706-0000 Interest Earned	\$ 2,000.00	2,632.41	-	2,632.41	(632.41)	131.62%
1000-69707-0000 Non-resident fee	\$ 7,000.00	5,338.35	442.60	5,780.95	1,219.05	82.59%
1000-69708-0000 Miscellaneous	\$ 100.00	0.07	(6.45)	(6.38)	106.38	-6.38%
1000-69709-0000 Programmes	\$ -	-	-	-	-	#DIV/0!
1000-69710-0000 Room Rental	\$ 500.00	42.60	20.00	62.60	437.40	12.52%
1000-69715-0000 Ontario-Pay Equity	\$ 5,310.00	-	-	-	5,310.00	0.00%
1000-69717-0000 Lost/Damaged Items	\$ 3,000.00	3,345.18	469.24	3,814.42	(814.42)	127.15%
1000-69718-0000 Prior Year Surplus	\$ -	-	-	-	-	#DIV/0!
1000-69720-0000 Transfer from Dev Charges	\$ 80,000.00	-	-	-	80,000.00	0.00%
1000-69722-0000 Tfr from Salaries Reserve	\$ -	-	-	-	-	#DIV/0!
1000-69723-0000 Tfr from Consultants Services Reserve	\$ 80,000.00	-	-	-	80,000.00	0.00%
1000-69724-0000 Tfr from Automation Reserve	\$ 50,000.00	-	-	-	50,000.00	0.00%
1000-69725-0000 Revenue Wireless HotSpot Levy	\$ -	-	-	-	-	#DIV/0!
	\$ 2,978,620.00	-	-	-	2,978,620.00	0.00%
TOTAL REVENUES	\$3,271,040.00	\$ 19,315.41	\$ 1,919.19	\$ 21,234.60	\$ 3,249,805.40	0.65%

EXPENDITURES	BUDGET	PREVIOUS PERIOD YTD	SEPTEMBER	YEAR TO DATE	BALANCE TO BE SPENT	% SPENT
1000-83610-0101 Salaries & Wages, Regular	\$ 1,193,300.00	\$ 611,326.92	81,941.52	\$ 693,268.44	\$ 500,031.56	58.10%
1000-83610-0102 Salaries & Wages, Overtime	\$ 1,200.00	879.78	-	879.78	320.22	73.32%
1000-83610-0103 Salaries & Wages, Part Time	\$ 598,000.00	365,696.63	42,655.38	408,352.01	189,647.99	68.29%
1000-83610-0104 Salaries & Wages, Shift Premium	\$ 11,300.00	7,827.63	907.55	8,735.18	2,564.82	77.30%
1000-83610-0105 Vacation Pay	\$ 95,960.00	30,219.00	2,544.32	32,763.32	63,196.68	34.14%
1000-83610-0108 Lieu Pay	\$ -	14,948.99	1,959.52	16,908.51	(16,908.51)	#DIV/0!
1000-83610-0121 Other Wages	\$ -	-	-	-	-	#DIV/0!
1000-83610-0150 O.M.E.R.S.	\$ 151,290.00	89,096.72	11,044.42	100,141.14	51,148.86	66.19%
1000-83610-0151 C.P.P.	\$ 99,220.00	56,337.02	6,290.43	62,627.45	36,592.55	63.12%
1000-83610-0152 E.I.	\$ 33,770.00	21,765.92	2,363.79	24,129.71	9,640.29	71.45%
1000-83610-0154 Employers Health Tax	\$ 37,790.00	20,719.00	2,593.86	23,312.86	14,477.14	61.69%
1000-83610-0158 Insurance, EHC, LTD	\$ 184,890.00	106,186.21	-	106,186.21	78,703.79	57.43%
1000-83610-0171 Workers' Compensation Insurance	\$ 6,150.00	4,036.38	505.45	4,541.83	1,608.17	73.85%
1000-83610-0172 Travel & Mileage	\$ 3,000.00	1,122.23	22.90	1,145.13	1,854.87	38.17%
1000-83610-0198 Pay in Lieu of Benefits	\$ 32,100.00	8,912.65	1,250.81	10,163.46	21,936.54	31.66%
1000-83610-0300 Materials/Repairs/Maintenance	\$ 1,500.00	-	-	-	1,500.00	0.00%
1000-83610-0301 Audit Fees	\$ 1,500.00	-	-	-	1,500.00	0.00%
1000-83610-0306 Union Negotiation	\$ 4,000.00	-	-	-	4,000.00	0.00%
1000-83610-0308 Repairs & Mtce. - Buildings	\$ 45,000.00	37,832.46	2,828.60	40,661.06	4,338.94	90.36%
1000-83610-0309 Caretaking Supplies	\$ 7,000.00	3,797.98	7.12	3,805.10	3,194.90	54.36%
1000-83610-0310 New Equipment	\$ 5,500.00	296.18	4,641.36	4,937.54	562.46	89.77%
1000-83610-0311 Equipment Repairs & Service	\$ 3,000.00	-	-	-	3,000.00	0.00%
1000-83610-0312 Printing & Office Supplies	\$ 10,000.00	5,675.00	853.44	6,528.44	3,471.56	65.28%
1000-83610-0313 Subscriptions & Memberships	\$ 2,500.00	2,394.69	110.92	2,505.61	(5.61)	100.22%
1000-83610-0314 Postage and Express	\$ 3,500.00	2,956.71	-	2,956.71	543.29	84.48%
1000-83610-0315 Advertising	\$ 6,000.00	1,926.59	292.48	2,219.07	3,780.93	36.98%
1000-83610-0318 Board Development	\$ 2,500.00	-	-	-	2,500.00	0.00%
1000-83610-0321 Cost of Photocopying	\$ 4,000.00	3,262.28	-	3,262.28	737.72	81.56%
1000-83610-0322 Unallocated Visa	\$ -	-	-	-	-	#DIV/0!
1000-83610-0331 Staff Development	\$ 20,000.00	7,241.38	-	7,241.38	12,758.62	36.21%
1000-83610-0350 Telephone	\$ 8,400.00	4,318.02	1,111.40	5,429.42	2,970.58	64.64%
1000-83610-0351 Electricity	\$ 33,070.00	11,597.99	2,190.57	13,788.56	19,281.44	41.70%
1000-83610-0352 Heat	\$ 14,500.00	6,236.69	233.17	6,469.86	8,030.14	44.62%
1000-83610-0353 Water	\$ 2,100.00	1,675.97	260.69	1,936.66	163.34	92.22%
1000-83610-0370 Software & Liscensing	\$ 92,000.00	87,653.27	-	87,653.27	4,346.73	95.28%
1000-83610-0383 Consultant Services	\$ 125,000.00	2,238.72	890.40	3,129.12	121,870.88	2.50%
1000-83610-0393 Purchased Services	\$ 2,000.00	460.80	-	460.80	1,539.20	23.04%
1000-83610-0399 Miscellaneous	\$ 1,000.00	186.70	26.52	213.22	786.78	21.32%
1000-83610-0429 Computer Maintenance & Supplies	\$ 70,000.00	10,004.02	13,992.00	23,996.02	46,003.98	34.28%
1000-83610-0613 Library Materials	\$ 265,000.00	131,269.60	14,880.94	146,150.54	118,849.46	55.15%
1000-83610-0620 Professional Aids	\$ 1,000.00	-	-	-	1,000.00	0.00%
1000-83610-0621 Periodicals	\$ 10,500.00	6,287.19	-	6,287.19	4,212.81	59.88%
1000-83610-0625 Covers and Repairs	\$ 9,000.00	833.03	-	833.03	8,166.97	9.26%
1000-83610-0626 Cataloguing/Processing	\$ 43,500.00	15,251.67	270.58	15,522.25	27,977.75	35.68%
1000-83610-0627 Programmes	\$ 20,000.00	12,489.34	1,531.32	14,020.66	5,979.34	70.10%
1000-83610-0634 Standing Orders	\$ 8,000.00	3,911.05	1,890.61	5,801.66	2,198.34	72.52%
1000-83610-0635 Inter-Library Loans	\$ 2,000.00	486.52	325.41	811.93	1,188.07	40.60%
1000-83610-0363 Carnegie Centary Programs	\$ -	-	-	-	-	#DIV/0!
1000-83610-0723 Prov. For Consulting Reserve	\$ -	-	-	-	-	#DIV/0!
1000-83610-0728 Prov. For Automation Reserve	\$ -	-	-	-	-	#DIV/0!
1000-83610-0783 Prov. For Salaries	\$ -	-	-	-	-	#DIV/0!
TOTAL EXPENDITURES	\$ 3,271,040.00	\$ 1,699,358.93	\$ 200,417.48	\$ 1,899,776.41	\$ 1,371,263.59	58.08%

WOODSTOCK PUBLIC LIBRARY
SUMMARY OF TRUST ACCOUNT - # 0180-53012-0000
SEPTEMBER 30 2024

Balance - September 1, 2024	(\$1,680,043.52)
Add: Revenue	\$1,919.19
Less: Expenses	(\$46,360.43)
Payroll	(\$154,057.05)
	<hr/>
Balance - September 30, 2024	<u>(\$1,878,541.81)</u>
Levy to be applied	\$2,978,620.00
Levy Adjusted Balance	<u>\$1,100,078.19</u>

SUMMARY OF JESSIE MCDUGALL
TRUST FUND - # 0180-53014-0000
Year to Date
SEPTEMBER 30 2024

Balance - September 1, 2024	\$14,116.84
Add: Bank Interest	\$54.61
Less: Account Fees	(\$20.00)
Balance - September 30, 2024	<u>\$14,151.45</u>

SUMMARY OF RESERVE FUNDS

MARG TOON RESERVE FUND
#0180-52030-0000
SEPTEMBER 30 2024

Balance - September 1, 2024	\$2,511.89
Add: Bank Interest	\$9.65
Less: Account Fees	(\$20.00)
Balance - September 30, 2024	<u>\$2,501.54</u>

AUTOMATION RESERVE #0170-51127

Balance - January 1, 2024	\$328,726.31
Less Previously Committed	(\$50,000.00)
Uncommitted balance - January 1, 2024	<u>\$278,726.31</u>
Transfer to Operating (budgeted)	
Contributions (year-end surplus)	
Balance - September 30, 2024	<u>\$278,726.31</u>

SALARY RESERVE #0170-51137

Balance - January 1, 2024	\$906,920.48
Less Previously Committed	\$0.00
Uncommitted balance - January 1, 2024	<u>\$906,920.48</u>
Transfer to Operating (budgeted)	
Contributions (year-end surplus)	
Balance - September 30, 2024	<u>\$906,920.48</u>

CONSULTING RESERVE #0170-51145

Balance - January 1, 2024	\$405,388.09
Less Previously Committed	\$0.00
Uncommitted balance - January 1, 2024	<u>\$405,388.09</u>
Transfer to Operating (budgeted)	
Contributions (year-end surplus)	
Balance - September 30, 2024	<u>\$405,388.09</u>

Single-vehicle collision near Woodstock kills elderly Windsor man

STAFF

Woodstock Ingersoll Echo

The lone occupant of a passenger vehicle was taken to hospital and later pronounced deceased after a single-vehicle collision on Highway 59 in Oxford County.

On Sept. 24 around 1:30 p.m., members of the Oxford detachment of the

Ontario Provincial Police were dispatched after getting a report of a collision in East Zorra-Tavistock.

The driver, a 75-year-old resident of Windsor was taken to hospital with life-threatening injuries where they were pronounced deceased.

Highway 59 at Braemar Side Road and Strathallan Road was closed for several hours while police investigated.

Oxford Reads Gala to welcome author Emily Austin

EMILY STEWART

Echo Correspondent

After selecting Emily Austin's *Everyone in this Room will Someday be Dead* as the 2024 Oxford Reads Book based on patron demand, the Oxford County Library and Woodstock Public Library will host a panel discussion with the author herself.

A Sept. 15 press release announced the Oxford Reads Gala will be held at Market Centre Theatre on 22 Reeve Street on Nov. 8 at 7 p.m. Host Sarah Acchione will talk to Austin about her books and the inspiration behind the stories and characters. Attendees will also have a chance to ask Austin questions.

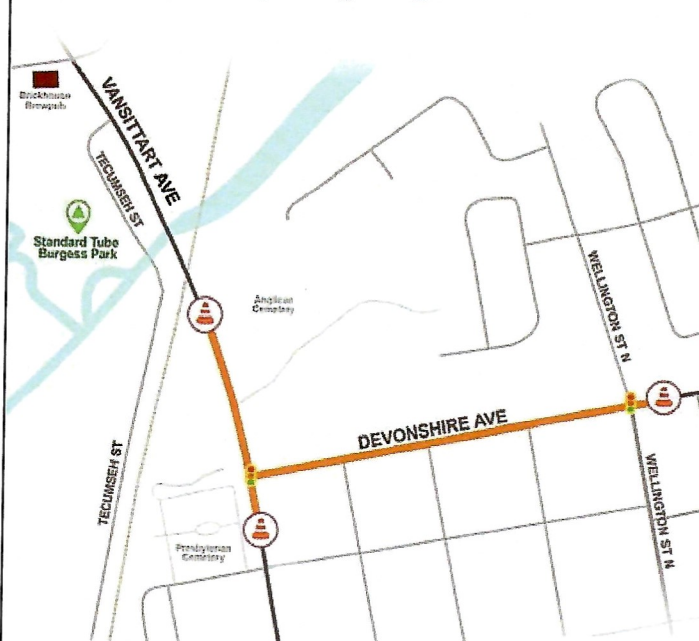
"We're really excited to have Emily come and talk to us about her book and also about her other books," said Ellen Rabie, community librarian of the Oxford County Library Ingersoll branch. Austin is from St. Thomas and holds

her undergraduate degree in English Literature and Religious Studies from King's University College and her master's degree in library and information science from Western University. Her 2021 novel *Everyone in this Room will Someday be Dead*, is a comedic novel exploring 20-year-old Gilda's obsession with death and her new and unexpected role as a church secretary.

Oxford Reads is an initiative run by Woodstock Public Library and Oxford County Library to encourage readers across the area to connect over Canadian literature. Rabie said the libraries gave patrons across Oxford County a chance to pick books for the Oxford Reads shortlist. Austin's novel was overwhelmingly the top voted. It's the first year the Oxford Reads book has one recommended by library patrons.

"We're really excited that the book that came directly out of our community is going to be our Oxford Reads this year," she said.

CONTINUED TO PAGE 22



Public information meeting

Oxford Road 35 (Devonshire Ave) reconstruction in Woodstock, 2025

Oxford County is beginning a four-year reconstruction project to improve Oxford Road 35 (Devonshire Avenue) in Woodstock.

Phase 1, beginning in spring 2025, includes construction between Vansittart Avenue and Wellington Street. This work is expected to finish in December 2025.

Future phases will include a different section of Devonshire Avenue each year, extending east to Oxford Road 4, except for the area between Lansdowne Avenue and Woodall Way, until the final phase of the project, expected to finish in 2028.

Public Information Centre

A Public Information Centre (PIC) is planned to allow the public to learn more about Phase 1 of the project, view plans, and discuss the project details with Oxford County staff.

📅 Thursday, October 10, 2024 | Drop in: 5:00 – 7:00 p.m.

📍 Oxford County Administration Building, Main Lobby
21 Reeve Street, Woodstock

McBeath - Dynes 
Funeral Home Ltd.

246 Thames Street South
Ingersoll, Ontario N5C 2T7

Tel: 519-425-1600

Fax: 519-485-0150

Email: info@mcbeathdynes.ca

www.mcbeathdynes.ca

For information and updates follow Oxford County on social media or visit www.oxfordcounty.ca



Oxford Reads Gala to welcome author Emily Austin

CONTINUED FROM PAGE 13

Leading up to the Oxford Reads Gala, Oxford County Library will host additional activities and events that explore the novel's themes, such as a paint night, a sold-out murder mystery night, book club meetings, a "Living Well, Dying Prepared" talk run by a death doula, and crafty nights. The first of three craft nights across the county was held at the Evergreen Coffee Lounge in Ingersoll on Sept. 17, where participants made a terrarium inspired by the book.

"One of the locations in the book is a church with a graveyard," Rabie said. "We're doing a fun Oxford Craft of the little terrarium that's a cemetery. A cemetery if you will. That ties in really well."

Rabie wants as many people as possible to read Everyone in this Room will Someday be Dead and attend the subsequent Oxford Read events to connect

with their community.

"This is really community driven," she said. "It's a great way for our community members to get to meet each other, get to attend a free event that brings in someone really interesting and it really helps create community conversation and connection."

Anyone who registers for a free ticket before September 29 at midnight will have a chance to win one of five copies of Austin's next novel, We Could Be Rats, to be released in January 2025. Visit <https://tinyurl.com/ocl-events> to find out more about related programming at Oxford County Library, and <https://tinyurl.com/woodstocklibraryevents> for Woodstock Public Library events.

More information about Oxford Reads can be found by visiting <https://www.oxfordreads.ca>.

www.theecho.ca

United. in Opportunities for Youth.

Imagine a child struggling with reading, feeling like they can't keep up with their classmates. By the end of grade 3, 74% of struggling readers won't ever catch up to their peers and are 4x more likely to drop out of high school.

United Way Oxford believes in the incredible power we have, UNITED as a community, to make a difference in the lives of children right here in Oxford County. As one of our identified investment areas, United Way invests heavily in programs and support for families and their children. These programs ensure children have access to nutritious meals, provide safe after-school activities, promote mental health and well-being and strive for a better academic future for our youth. These initiatives create a safety net for our community's most vulnerable, ensuring they have the resources and support they need to thrive.

Through funded partners such as Strong Start, United Way provides crucial educational support to help meet this need. Dedicated volunteers, like Ron at Innerkip Central School, offer free, interactive, 1:1 tutoring, that not only improves academic performance but also boosts self-confidence. This kind of support can change the trajectory of a child's academic journey and their belief in themselves.

"Seeing the light come on for the kids is so rewarding. The one-to-one time every week is sometimes the one adult that can help make a difference for these kids. It shows them that we care and want to help them succeed, which helps build their confidence in the classroom. Once they're more confident in their reading ability, it helps them feel like they are more a part of the classroom - like they can read like everyone else - and they become more likely to participate in those group discussions." Ron Bailey, Strong Start Volunteer



Challenges facing our children can feel overwhelming, but we know that providing programs in our community is working to help fill the gaps and meet kids and families where they are at. We are changing kids' lives every single day, which positively impacts them and their families right now, and also throughout their lives.

We need your support to ensure these programs are available when children need them. Please consider a donation today. Together, let's build a brighter future for the children of Oxford County.

- ◆ United Way Oxford works with 11 community partners and supports 41 local programs in Oxford County.
- ◆ 2,389 local children and youth received support through a United Way-funded program.
- ◆ 101 kids received free 1:1 literacy tutoring from a caring, trained volunteer.
- ◆ 480 nutritious meals were cooked for and served by youth.
- ◆ 23 youth and their families received mental health support in a crisis.
- ◆ 2,136,267 nutritious snacks were provided to students at 38 schools across Oxford County.
- ◆ 982 youth accessed affordable sports, arts, and recreational programs at the Fusion Youth Centre.



United Way
Oxford

447 Hunter St. Woodstock, ON N4S 4G7

100% Local. Always.

www.unitedwayoxford.ca

519-539-3851

1-877-280-1391

info@unitedwayoxford.ca



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CHILD'S LIFE FOREVER

