

Stirling-Rawdon Public Library Board
April 25, 2017
Meeting Minutes

Board Members Present: Dean Graff, Bob Mullin, Shari Elson O’Garr, Pat Anderson, Miranda deJong

Regrets: Ashley Reid Recorded By: Jaye Bannon

1. Meeting called to order at 6:00 pm
2. Agenda was approved on motion by Shari Elson O’Garr. Seconded by Pat Anderson. **Motion #42/17** carried.
3. No Pecuniary Interest Declared.
4. Presentation by Barb Jones from the Stirling Book Club

On behalf of the Stirling Book Club, and in memory of Peggy Faulkner, Barb Jones presented a framed painting by Arlene Pollick along with a commemorative plaque. A monetary donation of \$170 was made to be put towards purchasing Canadian Literature and children’s books. Peggy Faulkner’s daughter, Sue Carew, and many members of the long standing book club were present. Dean Graff thanked the group for their donations and a group photo was taken.

5. Introduction to the Stirling-Rawdon Public Library Friends of the Library

Claire Bussell, member of the recently formed ‘Stirling Friends of the Library’ group , read a speech to the Board to introduce the group’s intentions to support the library through promoting a greater awareness of the library in the community and organizing and/or assisting with fundraising efforts. Claire explained a couple of current projects that are underway that helps create a positive profile for the library in the community by displaying green ribbons on car antennas and/or green coloured letter Ls that the local kindergarten classes have helped decorate, in residential or commercial windows. Dean Graff thanked the group for their support and efforts.

6. Correspondence:

A letter from Kristina Schwartz of Little Lambs Daycare was received indicating her intentions of donating \$1000 to the Stirling Library for the purpose of hiring a contractor to prepare the walls of the Children’s Department for Andre Jolicoeur’s Mural Project. Dean Graff requested that Jaye Bannon send a letter of thanks to Kristina on behalf of the library.

An email was received from Ed Pallo of HNOS Inc. summarizing the intended tasks to be completed with regards to updates and general maintenance on the public computers and the benefits and installation of the new router.

Motion made by Bob Mullin to accept correspondence. Seconded by Dean Graff. **Motion #43/17** carried.

7. March 21/17 minutes approved on motion by Pat Anderson. Seconded by Shari Elson O’Garr. **Motion #44/17** carried.

8. Business arising from March 21/17 minutes:

Shari Elson O’Garr sought clarification concerning the board’s decision at the March 21/17 meeting in regards to the vacancy on the board. The Board discussed the issue again and concluded that the vacancy should be filled as soon as possible as stated in Section 1.8 of the Composition of the Board Policy which states, “In accordance with the Public Libraries Act s.12, when a vacancy arises in the membership of the Board, the municipal council shall promptly appoint a person to fill the vacancy and to hold the office for the unexpired term, except where the unexpired term is less than forty-five days. The new appointment’s term will be concurrent with the term of the Board.”

Motion made by Bob Mullin to direct Jaye Bannon to inform the public via the library’s Facebook page and website that applications to fill the vacancy on the Library Board should be submitted by 3:00pm on Thursday May 11/17 directly to Council and addressed to CAO Roxanne Hearn. Seconded by Dean Graff. **Motion # 45/17** carried.

9. Policy Review:

- Unattended Children Policy #OP294/10E was reviewed. Approved on motion by Dean Graff. Seconded by Shari Elson-O’Garr. **Motion #46/17** carried
- Computer Usage Policy #OP0823 was reviewed. Motion made by Shari Elson-O’Garr to allow Shari to amend the discrepancies in the policy in regards to the age restrictions and defer further review of the edited policy until the May 2017 meeting . Seconded by Pat Anderson. **Motion #47/17** carried.
- Patron Privacy and Confidentiality Policy #OP10205S was reviewed. Approved on motion by Shari Elson-O’Garr. Seconded by Pat Anderson. **Motion #48/17** carried.
- Local History-Genealogy Department Policy #OP297/10F was reviewed. Approved on motion by Miranda deJong. Seconded by Shari Elson-O’Garr. **Motion #49/17** carried.

10. Statistics for March 2017 accepted on motion made by Shari Elson-O’Garr. Seconded by Pat Anderson. **Motion #50/17** carried.

11. CEO Report accepted on motion made by Miranda deJong. Seconded by Bob Mullin. **Motion #51/17** carried.

12. No Chair Report

13. Council Report:

Bob Mullin informed the Board that a new quote was received by nrg alternatives with a change to the Lighting Retrofit project including the suggested use of magnetic LED strip lighting as opposed to bulbs. Net capital investment of \$3303.28 and expected grant incentive of \$3507.54

with a projected annual electricity savings of \$3435.69 was proposed. Motion to accept nrg alternatives proposal made on motion by Dean Graff. Seconded by Shari Elson-O’Garr. **Motion 52/17 carried.**

Motion to receive the Council Report made by Dean Graff. Seconded by Shari Elson-O’Garr. **Motion 53/17 carried.**

14. Financial Statements:

Motion made by Bob Mullin to accept and pay March 17, March 23 and March 30 2017 vouchers and to accept March 2017 financial statements. Seconded by Shari Elson O’Garr. **Motion #54/17 carried.**

15. Date of next meeting: May 16/17 at 6:00pm.

16. Motion made by Shari Elson O’Garr to ajourn the meeting. **Motion#55 carried.**