

Stirling-Rawdon Public Library Board  
December 19, 2017  
Meeting Minutes

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

Regrets: Deborah Kooistra, Ashley Reid

Recorded By: Jaye Bannon

1. Meeting called to order at 6:00 by Board Chair, Dean Graff.
2. Agenda was approved on motion by Pat Anderson. Seconded by Shari Elson-O’Garr. **Motion #120/17** carried.
3. No Pecuniary Interest declared.
4. Correspondence:

Motion to receive and file confirmation of payment in the amount of \$8810.00 from Grants Ontario for the Public Library Operating, Pay Equity, and First Nation Salary Supplement Grant 2017-2018; Copy of email to Brad Comeau from James Reid requesting legal services in establishing the Stirling M.I.L.L. as a separate not-for-profit corporation with charitable status; Information about Bill 148-Fair Workplaces, Better Jobs Act, 2017 as it applies to the Public Library provided by Southern Ontario Library Service was made by Bob Mullin. Seconded by Miranda DeJong. **Motion #121/17** carried

5. November 22, 2017 minutes were approved on motion by Pat Anderson. Seconded by Shari Elson-O’Garr. **Motion #122/17** carried.
6. No business arising from the November 22,2017 minutes
7. Other Business:

‘Code of Conduct for Members of Council and Local Boards’ By-law No. 1174-17 was signed by the Board Members who were present at the meeting. Interim CEO will forward the signed forms to the Municipal Office.

Interim CEO, Jaye Bannon requested that the Art Gallery volunteers be given permission to access the Art Gallery after hours for special occasion purposes such as opening galas. Motion was made by Shari Elson-O’Garr to give Jaye direction to have Quinte Security set up a pass code to be used by the Art Gallery Volunteers and to ensure that the security log book of key holders and alarm codes is updated to reflect the addition and that the Art Gallery Volunteers borrow keys from staff when required. Seconded by Pat Anderson. **Motion #123/17** carried.

8. The 2018 draft budget was reviewed. There was discussion regarding the need to incorporate a reserve account into the budget. Motion was made by Shari Elson-O’Garr to have any surplus funds at the end of 2017 transferred into a reserve account. Seconded by Pat Anderson. **Motion #124/17** carried.

Motion was made by Shari Elson-O’Garr to accept proposed 2018 Library Budget as presented. Seconded by Miranda DeJong. **Motion #125/17** carried.

9. Motion made by Miranda DeJong to receive and file statistics for November 2017. Seconded by Pat Anderson. **Motion #126/17** carried.
10. Motion made by Bob Mullin to receive and file CEO Report. Seconded by Miranda DeJong. **Motion #127/17** carried.
11. Chair Report: Board Chair Dean Graff wished all in attendance a Merry Christmas and thanked Board Members and Interim CEO, Jaye Bannon for the work that was put forth throughout 2017. Dean also informed Jaye that her Performance Review was to be completed by one of the board members in the near future and that he would check with CAO of township regarding who was authorized to do review. Motion was made by Pat Anderson to receive and file Chair Report. Seconded by Shari Elson-O’Garr. **Motion #128/17** carried.
12. Council Report: Bob Mullin reported that Stirling is being recognized for real estate development with plans for 200-300 homes to be built in the next 5-10 years. Another big project to be started in 2018 is having the Stirling water tower relined. Motion to receive and file Council Report made by Shari Elson-O’Garr. Seconded by Pat Anderson. **Motion #129/17** carried.

13. Financial Statements:

Motion made by Bob Mullin to accept and pay November 2017 vouchers and to receive and file November 2017 Statements of Revenues and Expenditures. Seconded by Pat Anderson. **Motion #130/17** carried.

14. Date of next meeting: Tuesday January 16/18 at 6:00pm.
15. No questions
16. Motion made by Pat Anderson to adjourn meeting. Meeting was adjourned by Dean Graff.