

Stirling-Rawdon Public Library Board
May 15, 2018
Meeting Minutes

Board Members Present: Dean Graff, Bob Mullin, Shari Elson- O’Garr, Miranda DeJong, Andrew Marre, Ashley Reid

Regrets: None

Recorded By: Jaye Bannon

1. Meeting called to order at 6:00 pm by Chair Dean Graff.
2. Agenda was approved on motion by Andrew Marre. Seconded by Shari Elson-O’Garr. **Motion #45/18** carried.
3. No Pecuniary Interest declared.
4. Year End Unaudited Financial Statements review was postponed until the June Library Board meeting due to CAO/Treasurer Roxanne Hearn’s commitment in another meeting.
5. Correspondence:

Motion was made by Shari Elson-O’Garr to receive and file the copy of a bank draft donation of \$1000 from an anonymous donor to be used towards library programming. Seconded by Ashley Reid. **Motion #46/18** carried.

6. April 24, 2018 minutes were approved on motion by Bob Mullin. Seconded by Andrew Marre. **Motion #47/18** carried.

7. Business arising from the April 24, 2018 minutes:

Information regarding the responsibilities of a SOLS Trustee was presented and discussed. Motion was made by Shari Elson-O’Garr to consider electing a SOLS Trustee to represent the Stirling-Rawdon Public Library Board *after* the 2018 municipal elections when a new Library Board has been established. Seconded by Miranda DeJong. **Motion #48/18** carried.

Graphs of hydro use from April 11-May 2 were reviewed. It was determined that the hot water tank seemed to be a large contributor to the high electricity bills. Motion was made by Andrew Marre to direct Jaye Bannon to have the Public Works Department arrange for quotes for an energy efficient tankless water heater system. Seconded by Miranda DeJong. **Motion #49/18** carried.

Jaye Bannon gave an update on the status of the Elevator Inspection Orders and that she has been in contact with Public Works Superintendent George Burkitt to arrange for the work to be completed.

8. Policy Review:

Amendments to the Library and Political Elections #OP0829 were approved on motion by Andrew Marre. Seconded by Miranda DeJong. **Motion #50/18 carried.**

Motion was made by Shari Elson-O’Garr to change the policy number of the Collection Development Plan from #OP0927I to #OP0928I. Seconded by Miranda DeJong. **Motion #51/18 carried.**

9. Motion made by Miranda DeJong to receive and file statistics for April 2018. Seconded by Andrew Marre. **Motion #52/18 carried.**

10. Motion made by Ashley Reid to receive and file CEO Report. Seconded by Miranda DeJong. **Motion #53/18 carried.**

11. No Chair Report

12. No Council Report

13. Motion was made by Bob Mullin to accept and pay April 2018 vouchers and to receive and file April 2018 Statements of Revenues and Expenditures. Seconded by Andrew Marre. **Motion #54/18 carried.**

14. Jaye Bannon was asked to step out of the meeting and motion was made by Andrew Marre to enter caucus to discuss matters of a personnel nature. Seconded by Shari Elson-O’Garr. **Motion #55/18 carried.**

Motion made by Shari Elson-O’Garr to exit caucus. Seconded by Andrew Marre. **Motion #56/18 carried.**

Jaye Bannon was invited back into the meeting.

Motion made by Andrew Marre to instruct COA/Treasurer Roxanne Hearn to follow directions given in caucus. Seconded by Miranda DeJong . **Motion #57/18 carried.**

15. Date of next meeting is June 19, 2018.

16. Motion to adjourn the meeting was made by Ashley Reid. Meeting was adjourned by Dean Graff.