

Stirling-Rawdon Public Library Board
Sept 18, 2018
Meeting Minutes

Board Members Present: Bob Mullin, Shari Elson- O’Garr, Miranda DeJong

Regrets: Dean Graff, Andrew Marre

Recorded By: Jaye Bannon

1. Meeting called to order at 6:00 pm by Shari Elson-O’Garr.
2. Agenda was approved on motion by Miranda DeJong. Seconded by Bob Mullin. **Motion #72/18** carried.
3. No Pecuniary Interest declared.
4. Correspondence:

Motion was made by Miranda DeJong to receive and file email from Ashley Reid stating her resignation from the Library Board. Seconded by Bob Mullin. **Motion #73/18 carried.**

Motion was made by Miranda DeJong that funds to be received by the Estate of Douglas Eugene Drewry be deposited into the reserve fund of the Stirling Library budget until further needs are accessed. Seconded by Bob Mullin. **Motion#74/18 carried.**

Motion was made by Miranda DeJong to receive and file all correspondence. Seconded by Bob Mullin. **Motion #75/18 carried.**

5. June 19, 2018 minutes were approved on motion by Bob Mullin. Seconded by Miranda DeJong. **Motion #76/18** carried.
6. No business arising from the June 19, 2018 minutes
7. Other Business:

Jaye Bannon informed that a \$200 donation was made to replace the existing toilet in the women’s washroom with a higher, more accessible toilet to make it easier for those with mobility issues and that Lee Walsh had offered to install the toilet at no cost. Bob Mullin was confident that an accessible toilet could be purchased with that amount and that installation should be straightforward but to have Jaye Bannon notify George Burkitt at Public Works to confirm. Motion was made by Bob Mullin to proceed with the purchase and installation of an accessible toilet. Seconded by Miranda DeJong. **Motion #77/18 carried.**

Jaye Bannon requested that a separate MILL reserve account be created so that funds are carried over into the New Year if the MILL has not established an account with their own financial institution by that time. Motion was made by Miranda DeJong to direct Treasurer Roxanne Hearn to create a MILL reserve account and to have all funds that are currently in the

Musical Instrument Lending Library account in the amount of \$811.35, in addition to the funds collected in 2017 in the amount of \$1180, transferred to the reserve account and that all future MILL revenue be transferred from the MILL account to the MILL reserve account automatically. Seconded by Bob Mullin. **Motion#78/18 carried.**

8. Strategic Plan was discussed.

9. Policy Review:

Motion was made by Miranda DeJong to make changes to the Staff Selection/Vacation /Benefits/Statutory Holidays Policy #HRP0830 to indicate that ‘...a Police Vulnerable Sector Check is required for applicants 18 years of age or older who are offered a paid or volunteer position...and that all employees and volunteers working with the public are responsible for obtaining a Police Vulnerable Sector Check every three years and will be reimbursed by the township. Seconded by Bob Mullin. **Motion #79/18 carried.**

10. Motion was made by Bob Mullin to receive and file June, July and August 2018 Statistics. Seconded by Miranda DeJong. **Motion #80/18 carried.**

11. Motion was made by Miranda DeJong to receive and file CEO report. Seconded Bob Mullin. **Motion #81/18 carried.**

12. No Chair Report

13. Council Report:

Bob Mullin informed about the upcoming Municipal Election Candidate Meetings being held in Stirling. The first will be held on Thursday September 20th at 6:30pm at the Lions Hall for the three candidates running for the two available municipal councilor positions. The second meeting is being held at the Stirling Legion on Monday September 24th at 6:30 for the two candidates running for Mayor and again on Thursday September 27th at the Lions Hall at 6:30.

14. Motion was made by Miranda DeJong to accept and pay June, July and August 2018 vouchers and to receive and file June, July and August 2018 Statements of Revenues and Expenditures. Seconded by Bob Mullin. **Motion #82/18 carried.**

15. Questions:

Shari-Elson O-Garr asked how long the current Stirling-Rawdon Library Board will continue to meet after the municipal elections. Bob Mullin informed that the current board will meet up to and including the December 2018 Library Board meeting.

Date of next meeting: October 16, 2018

Motion was made by Bob Mullin to adjourn the meeting. Meeting was adjourned by Shari Elson-O’Garr.