

Stirling-Rawdon Public Library Board
January 15, 2019
Meeting Minutes

Board Members Present: Andrew Marre, Shari Elson- O’Garr, Miranda deJong, Melissa Jolicoeur, Theresa O’Heir, Grant Hagerman

Regrets: Sari Watson

Guests: Mayor Bob Mullin

Recorded By: Jaye Bannon

1. Meeting called to order at 6:05 pm by Stirling Library Board Chair, Andrew Marre.
2. Agenda was approved on motion by Grant Hagerman. Seconded by Melissa Jolicoeur. **Motion #1/19** carried.
3. No Pecuniary Interest declared.
4. Correspondence:

Jaye Bannon passed along a flyer created announcing that the Stirling Musical Instrument Lending Library is now open to the public.
5. Motion was made by Melissa Jolicoeur to receive and file the December 18, 2018 Library Board Minutes. Seconded by Miranda DeJong. **Motion #2/18** carried.
6. No business arising from the December 18, 2018 Minutes
7. Caucus session was deferred until later in the meeting upon the arrival of Mayor Bob Mullin.
8. Motion was made by Miranda DeJong to receive and file the December 2018 statistics. Seconded by Grant Hagerman. **Motion #3/19** carried.
9. Motion was made by Shari Elson-O’Garr to receive and file the December 2018 CEO report. Seconded by Miranda DeJong. **Motion#4/19** carried.
10. No Chair report
11. Council report :

Councilor Grant Hagerman informed the Board that Council voted in favour of opting into the provincial cannabis retail outlet program at a special meeting on Monday January 7th. Motion was made by Melissa Jolicoeur to receive and file the Council Report. Seconded by Theresa O’Heir. **Motion #5/19** carried.

12. Jaye Bannon provided new Library Board members with a copy of the Stirling Library's Strategic Plan and informed members that she would add a Strategic Plan review to the agenda every few months.

13. Policy Review:

Statement of Authority Policy #BP0804 and Composition of the Board Policy #BP294/10A were approved on motion by Shari Elson O'Garr. Seconded by Miranda DeJong. **Motion #6/19 carried.**

14. Other Business:

Access Forward Training: Motion was made by Miranda DeJong to have Jaye Bannon email a link to the Access Forward website where new Board Members could complete the required online AODA training module. Seconded by Shari Elson-O'Garr. Motion #7/19 carried

Stirling MILL/Stirling Library Contract: Motion was made by Miranda DeJong to receive and file the Draft Contract between the Stirling Library and the Stirling Musical Instrument Lending Library for review at the next Library Board Meeting. Seconded by Melissa Jolicoeur.

Motion#7/19 carried.

CEO Evaluation: Motion was made by Melissa Jolicoeur to have Board Members Shari Elson-O'Garr and Miranda DeJong perform CEO Jaye Bannon's annual evaluation. Seconded by Theresa O'Heir. **Motion #8/19** carried.

2019 Budget: Motion was made by Miranda DeJong to have Jaye Bannon create a preliminary draft library budget for 2019 with CAO, Roxanne Hearn. Seconded by Melissa Jolicoeur.

Motion#9/19 carried.

15. Motion was made by Miranda DeJong to enter into Caucus. Seconded by Melissa Jolicoeur.

Motion#10/19 carried.

Motion was made by Grant Hagerman to exit Caucus. Seconded by Shari Elson-O'Garr. **Motion #11/19** carried.

Motion was made by Miranda DeJong to give Jaye Bannon direction to follow instructions given in Caucus. **Motion #12/19** carried.

16. Motion was made by Miranda DeJong to accept and pay December 2018 vouchers and to receive and file December 2018 Statements of Revenues and Expenditures. Seconded by Melissa Jolicoeur. **Motion #13/19** carried.

17. Motion was made by Shari Elson O'Garr to change the date of the next scheduled meeting to Wednesday February 20, 2019 due to the library being closed on Tuesday February 19th.

Seconded by Grant Hagerman. **Motion#14/19** carried.

Meeting was adjourned by Andrew Marre.