

Stirling-Rawdon Public Library Board  
June 18, 2019  
Meeting Minutes

Board Members Present: Shari Elson- O’Garr, Melissa Jolicoeur, Sari Watson, Grant Hagerman, Miranda DeJong, Theresa O’Heir.

Regrets: Andrew Marre

Recorded By: Jaye Bannon

1. Meeting called to order at 6:05 pm by Stirling Library Board Vice- Chair, Melissa Jolicoeur.
2. Agenda was approved on motion by Grant Hagerman. Seconded by Sari Watson. **Motion #61/19** carried.
3. No Pecuniary Interest declared.
4. May 22, 2019 minutes were approved on motion by Shari Elson-O’Garr. Seconded by Sari Watson. **Motion #62/19** carried.

5. Business arising from the May 22, 2019 minutes:

Motion was made by Miranda DeJong to accept the MILL Code of Conduct as presented. Seconded by Sari Watson. **Motion #63/19** carried.

Motion was made by Shari Elson-O’Garr to accept the Stirling Library-MILL Agreement as presented. **Motion #64/19** carried.

Considering all terms have been met, motion was made by Miranda DeJong to permit the Stirling Musical Instrument Lending Library to continue offering its services through the Stirling Library effective immediately. Seconded by Shari Elson-O’Garr. **Motion #65/19** carried.

6. Correspondence:

Motion was made by Sari Watson to receive and file the letter from Tawnya Donald informing of the new appointee to the Library Board, Kellie Demarsh. Seconded by Shari Elson-O’Garr. **Motion #66/19** carried.

7. Motion was made by Miranda DeJong to receive and file May 2019 Statistics and CEO Report. Seconded by Sari Watson. **Motion #67/19** carried.

8. No Chair Report

9. Council Report

Grant spoke about the upcoming Canada Day celebrations planned for July 1, 2019 at the Stirling Fairgrounds beginning at 6:00pm.

## 10. Policy Review

Motion was made by Shari Elson-O’Garr to approve the Disruptive Patron/Staff Attitudes Towards Patrons Policy #OP0821. Seconded by Shari Elson-O’Garr. **Motion #68/19 carried.**

Motion was made by Theresa O’Heir to approve Safety in the Workplace Policy #OP0822 with the agreed amendments. Seconded by Grant Hagerman. **Motion #69/19 carried.**

Motion was made by Sari Watson to approve Emergency Procedures Policy #OP0825. Seconded by Grant Hagerman. **Motion #70/19 carried.**

Motion was made by Sari Watson to approve Working Alone Policy #OP1025E. Seconded by Shari Elson-O’Garr. **Motion #71/19 carried.**

## 12. Other Business

Jaye provided an update on the interlibrary loans services provided by SOLS. Jaye informed that although the suspension of the service had been lifted by SOLS, the courier services remain cancelled indefinitely and that all loans will now be shipped through Canada Post at the library’s expense. Jaye also explained that an undisclosed reimbursement would be provided by SOLS in January 2020. Jaye proposed that the library continue to suspend their participation in the ILL service until September 2019 and hold fundraisers throughout the summer months in attempts to raise roughly \$400 to cover the anticipated shipping costs needed for the remainder of the year.

Motion was made by Miranda DeJong to accept Jaye’s proposal to suspend ILL services over the summer months until sufficient funds are raised to cover anticipated shipping costs. Seconded by Sari Watson. **Motion #72/19 carried.**

## 13. Financial Statements

Motion was made by Sari Watson to receive and file May 2019 Financial Statements of Revenues and Expenditures. Seconded by Shari Elson O’Garr. **Motion #73/19 carried.**

Motion was made by Grant Hagerman to accept and pay May 2019 vouchers. Seconded by Shari Elson-O’Garr. **Motion #74/19 carried.**

## 14. Date of next meeting – Tuesday September 17, 2019 at 6:00pm

Meeting was adjourned by Melissa Jolicoeur.