

December 15, 2020

Board Members Present: Andrew Marre (Chair); Theresa O’Heir; Councilor Grant Hagerman; Kellie DeMarsh; Councilor Sari Watson

Regrets: Dj Sproat; Miranda DeJong

Recorded By: Jaye Bannon, CEO

1. **Call to Order:**

The meeting was called to order by Andrew Marre at 6:00pm

2. **Approval of the Agenda:**

Motion #1

Moved by: Grant Hagerman

Seconded by: Kellie DeMarsh

That the agenda for the December 15, 2020 Library Board meeting be approved with the omission of the November 2020 Financial Statements.

Carried

3. **Declarations of pecuniary interest:** None

4. **Correspondence:** None

5. **November 17, 2020 minutes:**

Motion #2

Moved by: Kellie DeMarsh

Seconded by: Theresa O’Heir

That the minutes of the November 17, 2020 meeting be approved.

Carried

6. **Business arising from the November 17, 2020 minutes:** None

Councilor Sari Watson arrived at 6:10pm

7. **Statistics and CEO Report for November 2020:**

Motion #3

Moved by: Theresa O’Heir

Seconded by: Sari Watson

That the Statistics and CEO report for November 2020 be received and filed.

Carried

8. **Chair Report:** None

December 15, 2020

9. **Council Report:**

Councilor Grant Hagerman spoke about the success of the “Drive Through” Christmas Parade held in Stirling on Friday December 4, and in Springbrook on Sunday December 9 and the incredible benefit it was to our local Community Cupboard with all the donations received.

10. **Policy Review:**

Motion #4

Moved by: Sari Watson

Seconded by: Grant Hagerman

That Policy#HRP28310A: Harassment and Discrimination be approved

Carried

Policy#OP0822A: Safety in the Workplace During COVID-19 was reviewed and will be held over until the January 2021 meeting after edits in phrasing are made.

11. **Other Business:**

Motion #5

Moved by: Theresa O’Heir

Seconded by: Kellie DeMarsh

That the 2021 non-union salary pay grid increase for Stirling-Rawdon Public Library staff be approved.

Carried

Motion #6

Moved by: Theresa O’Heir

Seconded by: Kellie DeMarsh

That the Occupancy Agreement between the Stirling-Rawdon Public Library and the Stirling Musical Instrument Lending Library be renewed until December 30, 2021.

Carried

CEO Evaluation:

It was discussed that the annual evaluation can be completed digitally and a copy of the form was forwarded to Miranda DeJong who has completed it the last few years. Andrew Marre will inquire with Miranda about completing it again this year with his assistance.

Motion #7

Moved by: Sari Watson

Seconded by: Grant Hagerman

That the Job Description created for the Casual/Relief Desk Assistant position be adopted and approved.

Carried

December 15, 2020

Motion #8

Moved by: Sari Watson

Seconded by: Kellie DeMarsh

That \$927.50 be transferred from the reserve to cover the cost of children's books purchased in 2020.

Carried

12. Financial Statements for November 2020 were unavailable and therefore held over until the January 2021 Library Board meeting.
13. Date of next meeting-Tuesday Jan 19, 2021 at 6:00pm
14. Meeting was adjourned by Andrew Marre at 6:45pm