

February 23, 2021

**Held:** Stirling Theatre Eugene Burrell Community Hall

**Board Members Present:** Andrew Marre (Chair); Councilor Grant Hagerman; Councilor Sari Watson; Dj Sproat; Theresa O’Heir; Miranda DeJong

**Regrets:** Kellie DeMarsh

**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: Sari Watson

That the agenda for the February 23, 2021 Library Board meeting be approved.

**Carried**

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

Miranda DeJong arrived to the meeting

4. **Correspondence:**

An email was received from Ontario Library Service-North and the Southern Ontario Library Service regarding the future amalgamation of the organizations and the process of establishing the first Ontario Library Service Board. Andrew Marre volunteered to represent the Stirling-Rawdon Public Library Board at our respective Board Assembly and attend their virtual meetings held twice a year.

5. **January 19, 2021 minutes:**

Motion #2

Moved by: Sari Watson

Seconded by: Dj Sproat

That the minutes of the January 19, 2021 meeting be approved.

**Carried**

6. **Business arising from the January 19, 2021 minutes:** None

7. **Statistics and CEO Report for January 2021:**

Motion #3

Moved by: Sari Watson

Seconded by: Theresa O’Heir

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That the Statistics and CEO report for January 2021 be received and filed.

**Carried**

8. **Chair Report:** None

9. **Council Report:**

Councilor Grant Hagerman spoke on Council being busy with budget meetings and deliberations.

10. **Policy Review:**

Motion #4

Moved by: Theresa O'Heir

Seconded by: Sari Watson

That *Collection Use Policy #OP400/12* be approved as amended.

**Carried**

Motion #5

Moved by: Miranda DeJong

Seconded by: Theresa O'Heir

That *Weeding and Withdrawal of Collection Materials #OP396/12* be approved.

**Carried**

11. **Other Business:**

**Annual CEO Performance Evaluation**

Motion #6

Moved by: Theresa O'Heir

Seconded by: Dj Sproat

That the Annual Performance Evaluation for CEO Jaye Bannon that was completed collaboratively by Miranda DeJong and Andrew Marre along with Jaye's participation, be received and filed.

**Carried**

**Transfer of Funds**

Motion #7

Moved by: Miranda DeJong

Seconded by: Dj Sproat

That the funds from the 2020 Bookmark Fundraiser in the amount of \$450 be transferred to Reserves and that \$450 be transferred back into the 2021 budget to cover the cost of the display shelves purchased with the money raised.

**Carried**

**2021 Budget**

The draft 2021 budget was reviewed and discussed, noting the 2020 deficit carried over into expenditures. It was discovered by the CAO, after discussions with the auditors, that surplus/deficit amounts had not been brought forward to revenue or expenditures since 2017 and therefore adjustments were made to reflect the accumulative amounts.

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Motion #8:

Moved by: Dj Sproat

Seconded by: Miranda DeJong

That the draft 2021 Library Board budget be approved as presented.

**Carried**

**Annual Report**

Motion #9:

Moved by: Sari Watson

Seconded by: Grant Hagerman

That the 2020 Annual Report prepared by Jaye Bannon be received and filed.

**Carried**

**12. Financial Statements for January 2021:**

Motion #10

Moved by: Sari Watson

Seconded by: Grant Hagerman

That the Financial Statements of Revenues and Expenditures for January be received and filed and that the January 2021 vouchers be accepted and paid.

**Carried**

13. Date of next meeting-Tuesday March 16, 2021

14. Meeting was adjourned by Andrew Marre at 6:45pm