

October 26, 2021

**Held:** Stirling-Rawdon Public Library Meeting Room

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

**Regrets:** Councilor Sari Watson

**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: Miranda DeJong

That the agenda for the October 26, 2021 Library Board meeting be approved as amended

**Carried**

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

4. **Correspondence:** None

5. **Minutes:**

Motion #2

Moved by: Grant Hagerman

Seconded by: Theresa O’Heir

That the minutes of the September 21, 2021 Library Board meeting be approved.

**Carried**

6. **Business arising from the September 21, 2021 Minutes:**

Jaye Bannon presented a quote received from Quinte Door Systems for a wired door lock system on one of the accessible washrooms.

Motion #3

Moved by: Miranda DeJong

Seconded by: Dj Sproat

To postpone installing door locks on the washroom and to direct Jaye to investigate grants and opportunities for funding to retrofit both washrooms to single use facilities in the future.

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

Motion #4

Moved by: Miranda DeJong

Seconded by: Theresa O’Heir

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

**Carried**

8. **Chair Report:** None

9. **Council Report:**

Councilor Sari Watson provided a written report indicating that information had been received from staff that the parkette project and the elevator upgrades should be started this month provided that the contractors for the parkette are available. Councilor Grant Hagerman followed up by informing the Board that the parkette project will not begin until the spring and that no correspondence has been received from the TK Elevator Ltd regarding the work to be completed on the elevator. Councilor Grant Hagerman also mentioned that the preliminary budget discussions have begun.

Motion #5

Moved by: Theresa O’Heir

Seconded by: Miranda DeJong

That the reports received from Councilor Hagerman and Councilor Watson be received and filed.

**Carried**

10. **Policy Review:**

Motion #6

Moved by: Theresa O’Heir

Seconded by: Miranda DeJong

That the Safety Rules and Procedures document be adopted as presented

**Carried**

Motion #7

Moved by: Dj Sproat

Seconded by: Grant Hagerman

That the Children’s and Teen Services Policy #OP025B be approved

**Carried**

Motion #8

Moved by: Grant Hagerman

Seconded by: Dj Sproat

That the Community Analysis Policy #PP0927N be approved with the recommended revisions

**Carried**

Motion #9

Moved by: Dj Sproat

Seconded by: Miranda DeJong

That the Planning Policy #PP0927N be approved

**Carried**

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11. **Other Business:**

**Municipal COVID-19 Vaccination Policy**

Motion #10

Moved by: Miranda DeJong

Seconded by: Dj Sproat

That the Municipal COVID-19 Vaccination Policy be received and filed

**Carried**

**Meeting Room Use**

Motion #11

Moved by: Miranda DeJong

Seconded by: Dj Sproat

That Jaye Bannon be directed to make inquires about the regulations and guidelines currently in place for opening up public use of the Meeting Room and to revisit this item at the next meeting

**Carried**

**Contact Tracing**

Motion #12

Moved by: Theresa O'Heir

Seconded by:

That the library re-establishes a contact tracing routine to keep a record of all visitors to the Stirling-Rawdon Public Library

**Motion Failed**

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

Motion #13

Moved by: Miranda DeJong

Seconded by: Grant Hagerman

That the Financial Statements of Revenues and Expenditures for September 2021 be received and filed

**Carried**

13. Date of next meeting- Tuesday November 16, 2021 at 6:00pm

14. Meeting was adjourned by Andrew Marre at 7:05pm