



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, December 21, 2022 @ 6:00 PM**

Members Present: Councillor Caroline Smith
Member John Rock
Member Valerie Sills
Chair Miranda DeJong
Member Stasia Bennett
Member Kim Finkle
Mayor Bob Mullin

Members Absent: Councillor Don Stewart

Staff Present: Jaye Bannon, CEO

1. Welcome and Introductions

CEO Jaye Bannon welcomed the new Library Board and members introduced themselves in turn.

2. Call to Order

CEO Jaye Bannon called the meeting to order at 6:00 pm.

3. Adoption of Agenda

3.1. Library Board Agenda - December 21, 2021

Resolution #1

Moved by Member John Rock
Seconded by Councillor Caroline Smith

That the agenda for the Inaugural Library Board meeting of the 2022-2026 term held on December 21, 2022 be adopted as presented.

Carried

4. Election of Library Board Officers

4.1. Election of Library Board Chair

Resolution #2

Moved by Member John Rock
Seconded by Member Kim Finkle

That Miranda Dejong be elected as Library Board Chair for the 2022-2026 term.

Carried

4.2. Election of Library Board Vice-Chair

Resolution #3

Moved by Member John Rock
Seconded by Councillor Caroline Smith

That John Rock be elected as Library Board Vice-Chair for the 2022-2026 term.

Carried

Miranda Dejong continued the meeting as Board Chair.

5. Declaration of Pecuniary Interest

John Rock declared a pecuniary interest in item 11.3 Stirling MILL-Stirling Library Occupancy Agreement, as he sits on the Stirling MILL Board of Directors.

6. CEO Report

6.1. CEO Report and Statistics

Resolution #4

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

That the CEO Report be received and filed.

Carried

7. Financial Reports

7.1. September 2022 Financials

Resolution #5

Moved by Member John Rock
Seconded by Member Valerie Sills

That the Financial Statements of Revenues and Expenditures for
September 2022 be received and filed.

Carried

7.2. October 2022 Financials

Resolution #6

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

That the Financial Statements of Revenues and Expenditures for
October 2022 be received and filed.

Carried

7.3. November 2022 Financials

Resolution #7

Moved by Member John Rock
Seconded by Member Valerie Sills

That the Financial Statements of Revenues and Expenditures for
November 2022 be received and filed.

Carried

8. Policy Review and Updates

8.1. Mission Statement Policy #FP0811

Resolution #8

Moved by Member John Rock
Seconded by Councillor Caroline Smith

That the Mission Statement Policy #FP0811 be approved.

Carried

8.2. Vision Statement Policy #FP0927

Resolution #9

Moved by Mayor Bob Mullin
Seconded by Member Valerie Sills

That the Vision Statement Policy #FP0927 be approved

Carried

8.3. Statement of Values Policy #FP0927M

Resolution #10

Moved by Member Stasia Bennett
Seconded by Member John Rock

That the Statement of Values Policy #FP0927M be approved.

Carried

8.4. Intellectual Freedom Policy #FP0802

Resolution #11

Moved by Councillor Caroline Smith
Seconded by Member Kim Finkle

That the Intellectual Freedom Policy #FP0802 be approved.

Carried

9. Correspondence / Information

9.1. Commonwell L.E.A.F Grant Response

Resolution #12

Moved by Mayor Bob Mullin
Seconded by Member John Rock

That the correspondence from the Commonwell Mutual Insurance Group regarding the L.E.A.F. Grant application be received and filed and further, that staff be directed to write and send a letter of gratitude.

Carried

9.2. Ontario Library Service: Library Board Assembly Appointments

Resolution #13

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

That the correspondence from the Ontario Library Service regarding Board Assembly Appointments be received and filed and further, that a Stirling Library Board trustee be appointed at the next Library Board meeting.

Carried

10. Other Business

10.1. Marmora and Centre Hasting Reciprocal Agreement

Resolution #14

Moved by Member John Rock
Seconded by Member Stasia Bennett

That the Stirling-Rawdon Public Library Board approves entering into a Reciprocal Borrowing Agreement with the Marmora & Lake Public Library and the Madoc Public Library, and further that Jaye be directed to write a Letter of Agreement to be acknowledged by each library.

Carried

10.2. Non-Resident Fees for Quinte West residents with Stirling address

Resolution #15

Moved by Member John Rock
Seconded by Mayor Bob Mullin

That the decision to waive non-resident fees for all patrons with a Stirling address be deferred to a later date and further, that Jaye be directed to inquire with Municipal staff regarding the dollar amount of Municipal Taxes that are allocated to the Library and also to explore other options for non-residents.

Carried

10.3. Stirling MILL - Stirling Library Occupancy Agreement

Having declared an interest, John Rock left the Meeting Room and did not take part in any discussion or vote on the matter.

Resolution #16

Moved by Councillor Caroline Smith
Seconded by Member Valerie Sills

That the Occupancy Agreement between the Stirling-Rawdon Public Library and the Stirling Musical Instrument Lending Library be renewed until December 30, 2023.

Carried

10.4. Annual Non-Union Pay Grid Increase

Resolution #17

Moved by Member Stasia Bennett
Seconded by Member John Rock

That the 2023 non-union salary pay grid increase for Stirling-Rawdon Library staff be approved.

Carried

10.5. Transfer funds from the 2022 Annual Fundraiser to the Stirling Library Reserve account.

Resolution #18

Moved by Member Kim Finkle
Seconded by Member Valerie Sills

That funds raised through the sale of ornaments donated by Nancy Snowdon in the amount of \$1160.00 from October 1-December 30, 2022 be transferred to the Stirling Library Reserve Fund.

Carried

- 10.6. Transfer \$700 Rotary Club donation for technology purchase, remaining \$188 Little Sprouts donation for Cooking Club, and \$100 Legion donation for Gardening Club to the Stirling Library Reserve Fund.

Resolution #19

Moved by Councillor Caroline Smith
Seconded by Member Kim Finkle

That donated funds in the amount of \$700 from the Rotary Club, \$188 from the Stirling Little Sprouts, and \$100 from the Stirling Legion be transferred to the Stirling Library Reserve Fund.

Carried

- 10.7. CEO Annual Evaluation

Resolution #20

Moved by Member John Rock
Seconded by Mayor Bob Mullin

That the CEO Evaluation is completed by Library Board members Miranda DeJong and Kim Finkle and included in the next meeting's agenda for approval.

Carried

11. Date of the Next Meeting

Wednesday, January 18th at 6:00 pm.

12. Adjournment

The meeting was adjourned at 7:05 pm.