



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, September 20, 2023 @ 6:00 PM**

Members Present: Councillor Caroline Smith
Councillor Don Stewart
Member Stasia Bennett
Chair Miranda DeJong
Member Kim Finkle
Member Valerie Sills
Member Kristina Smith

Members Absent:

Staff Present: Jaye Bannon, CEO

1. Call to Order

Chair Miranda Dejong called the meeting to order at 6:03pm

2. Adoption of Agenda

2.1. Library Board Agenda -

Resolution #1

Moved by Councillor Caroline Smith
Seconded by Member Kim Finkle

That the agenda for the Regular Library Board meeting held on
Wednesday September 20, 2023 be adopted as presented.

Carried

3. Declaration of Pecuniary Interest

None noted

4. Correspondence / Information

4.1. Federation of Ontario Public Libraries (FOPL) Updates

Resolution #2

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the correspondence received from the Federation of Ontario Public Libraries be received.

Carried

4.2. Ontario Public Library Statistics

Resolution #3

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the information from the Ministry of Tourism, Culture and Sport including the 2022 Ontario Public Library Statistics be received.

Carried

5. Approval of Minutes of Previous Meeting

5.1. Library Board Minutes -

Resolution #4

Moved by Councillor Don Stewart
Seconded by Councillor Caroline Smith

That the minutes of the Regular Library Board meeting held on Wednesday June 21, 2023 be adopted as presented.

Carried

6. Business Arising from Previous Meeting

6.1. Reciprocal Borrowing Agreements - Discussion

Resolution #5

Moved by Member Valerie Sills

Seconded by Member Stasia Bennett

To direct Jaye to contact the CEO of the Quinte West Public Library to further explore the option of a reciprocal borrowing agreement.

Carried

6.2. Ontario Library Service Board Assembly Appointment

Scheduled meetings:

<https://www.olservice.ca/networking-meetings#board-assemblies>

Resolution #6

Moved by Chair Miranda DeJong
Seconded by Member Stasia Bennett

That Kristina Smith be appointed to represent the Stirling-Rawdon Public Library Board at the next Ontario Library Service Board Assembly meeting scheduled in November 2023.

Carried

7. CEO Report

7.1. **Resolution #7**

Moved by Councillor Caroline Smith
Seconded by Member Kristina Smith

That the CEO Report be received and filed.

Carried

8. Chair Report

No report

9. Council Report

No report

10. Financial Report

10.1. **Resolution #8**

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the May 2023 Statement of Revenues and Expenditures be received and filed.

Carried

10.2. **Resolution #9**

Moved by Councillor Caroline Smith
Seconded by Member Kim Finkle

That the June 2023 Statement of Revenues and Expenditures be received and filed.

Carried

10.3. **Resolution #10**

Moved by Member Kim Finkle
Seconded by Member Stasia Bennett

That the July 2023 Statement of Revenues and Expenditures be received and filed.

Carried

11. Other Business

11.1. Reaccreditation Audit: Tuesday September 19, 2023

Resolution #11

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

To review the formal report at the October 2023 meeting once received by the Ontario Public Library Guidelines Monitoring and Accreditation Council.

Carried

12. Policy Review

12.1. **Resolution #12**

Moved by Member Stasia Bennett
Seconded by Member Kristina Smith

That the Patron Privacy and Confidentiality Policy #OP1025S be approved as revised.

Carried

12.2. **Resolution #13**

Moved by Member Stasia Bennett
Seconded by Councillor Caroline Smith

That the Statement of Values Policy #FP0927M be approved as revised.

Carried

12.3. **Resolution #14**

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the Public Code of Conduct Policy #OP0821 be approved with the amendments discussed.

Carried

12.4. **Resolution #15**

Moved by Chair Miranda DeJong
Seconded by Councillor Caroline Smith

That the Safety in Workplace Policy #OP082 be approved with the amendments discussed.

Carried

12.5. **Resolution #16**

Moved by Councillor Caroline Smith
Seconded by Councillor Don Stewart

That the Safety, Security and Emergencies in the Library Policy #OP0825 be approved and further;
that the Safety Rules and Procedures, Appendix to Policy #OP0825, be approved.

Carried

13. Date of the Next Meeting

Wednesday October 18, 2023 at 6:00pm

14. Adjournment