



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, November 15, 2023 @ 6:00 PM**

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

Members Absent: Member Kim Finkle

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 Member Valerie Sills
Seconded by Member Stasia Bennett

That the agenda for the Regular Library Board meeting held on
Wednesday November 15, 2023 be adopted as presented.

Carried

3. Declaration of Pecuniary Interest

None

4. Correspondence / Information

None

5. Approval of Minutes of Previous Meeting

5.1. Library Board Minutes -

Resolution #2

Moved by Councillor Caroline Smith
Seconded by Member Kristina Smith

That the minutes of the Regular Library Board meeting held on
Wednesday October 18, 2023 be adopted as presented.

Carried

6. CEO Report

6.1. **Resolution #3**

Moved by Councillor Don Stewart
Seconded by Member Stasia Bennett

That the CEO Report be received and filed

Carried

7. Chair Report

7.1. Report from Board member Kristina Smith re: Ontario Library
Service Board Assembly Meeting

Resolution #4

Moved by Member Stasia Bennett
Seconded by Councillor Caroline Smith

That the report provided by Kristina Smith regarding the Ontario
Library Service Board Assembly meeting held on November 14, 2023
be received.

Carried

8. Council Report

8.1. Caroline Smith reported that she attended the Remembrance Day

ceremony at the Harold Cenotaph on November 11th and laid a wreath on behalf of the Stirling-Rawdon Public Library.
Don Stewart spoke about potential funding sources and encouraged Jaye to investigate for future grants

Resolution #5

Moved by Chair Miranda DeJong
Seconded by Councillor Don Stewart

That the Council Report be received and filed.

Carried

9. Policy Review

9.1. Resolution #6

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

That the revised Board Member Succession Planning Policy #GP0927G be approved.

Carried

9.2. Resolution #7

Moved by Member Stasia Bennett
Seconded by Member Kristina Smith

That the Evaluation of Chief Executive Officer (CEO) Policy #GP0814 be approved.

Carried

9.3. Resolution #8

Moved by Councillor Don Stewart
Seconded by Member Valerie Sills

That the Strategic Planning Policy #GP1122A be approved with the revisions discussed.

Carried

9.4. Resolution #9

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

That the Delegation of Authority to the CEO Policy #GP0927H be approved with the revisions discussed.

Carried

10. Other Business

10.1. Non Resident Fees - Discussion

Resolution #10

Moved by Member Kristina Smith
Seconded by Member Stasia Bennett

To receive and discuss new information and updates regarding Non-Resident fees.

Carried

10.2. Stirling MILL - Stirling Library Occupancy Agreement

Resolution #11

Moved by Member Kristina Smith
Seconded by Member Stasia Bennett

That the Occupancy Agreement between the Stirling-Rawdon Public Library and the Stirling Musical Instrument Lending Library be renewed with the revisions discussed until December 30, 2024.

Carried

10.3. CEO Evaluation

Resolution #12

Moved by Member Kristina Smith
Seconded by Member Stasia Bennett

That the 2023 CEO Evaluation be completed by Library Board members Miranda Dejong and Caroline Smith.

Carried

10.4. Library Board Evaluation

Resolution #13

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

To complete the Library Board Evaluation as a whole.

Carried

11. Financial Report

11.1. **Resolution #14**

Moved by Councillor Caroline Smith
Seconded by Member Kristina Smith

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

Carried

11.2. **Resolution #15**

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

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

Carried

12. Date of the Next Meeting

Wednesday December 20th at 6:00pm

13. Adjournment