



**Township of Stirling-Rawdon  
Stirling-Rawdon Public Library Board Meeting  
Minutes  
Library  
Wednesday, December 13, 2023 @ 6:00 PM**

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**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 6:08pm

**2. Adoption of Agenda**

2.1. Library Board Agenda -

**Resolution #1**

Moved by Member Valerie Sills  
Seconded by Councillor Caroline Smith

That the agenda for the Regular Library Board meeting held on Wednesday December 13 be adopted with the addition of a closed session under item 10.7 for discussion of the CEO annual evaluation.

**Carried**

**3. Declaration of Pecuniary Interest**

None

**4. Correspondence / Information**

4.1. Connecting Public Libraries Initiative - Next Steps

**Resolution #2**

Moved by Member Stasia Bennett  
Seconded by Member Kristina Smith

That the correspondence from the Ontario Library Services regarding the Connecting Public Libraries Initiatives be received and that supplementary information be discussed at the January 2024 meeting.

**Carried**

4.2. FOPL Updates

**Resolution #3**

Moved by Member Kristina Smith  
Seconded by Councillor Don Stewart

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

**Carried**

**5. Approval of Minutes of Previous Meeting**

5.1. Library Board Minutes -

**Resolution #4**

Moved by Councillor Caroline Smith  
Seconded by Councillor Don Stewart

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

**Carried**

**6. Business Arising from Previous Meeting**

Jaye reported that a potential grant opportunity was discovered that she will explore for future washroom renovations and that the MILL Occupancy Agreement was delivered to MILL staff and board.

**7. CEO Report**

**7.1. Resolution #5**

Moved by Member Kristina Smith  
Seconded by Councillor Caroline Smith

That the CEO Report be received and filed.

**Carried**

**8. Chair Report**

None

**9. Council Report**

None

**10. Other Business**

10.1. Annual Non-Union Pay Grid Increase

**Resolution #6**

Moved by Member Stasia Bennett  
Seconded by Member Valerie Sills

That the 2024 non-union salary pay grid increase for Stirling-Rawdon Library staff be approved.

**Carried**

10.2. Transfer funds from the 2023 Annual Fundraiser to the Stirling Library Reserve account.

**Resolution #7**

Moved by Member Kristina Smith  
Seconded by Member Stasia Bennett

That funds raised through the sale of ornaments donated by Nancy Snowdon from October 1-December 30, 2023 be transferred to the Stirling Library Reserve Fund.

**Carried**

- 10.3. Transfer Rotary Club donation to the Stirling Library Reserve Fund.

**Resolution #8**

Moved by Councillor Caroline Smith  
Seconded by Councillor Don Stewart

That \$1000.00 Rotary Club donation toward technology purchase(s) be transferred to the Stirling Library Reserve Fund.

**Carried**

- 10.4. Transfer Art Gallery donations to the Stirling Library Reserve Fund.

**Resolution #9**

Moved by Member Stasia Bennett  
Seconded by Member Valerie Sills

That \$516.00 raised toward Art Gallery improvements be transferred to the Stirling Library Reserve Fund.

**Carried**

- 10.5. Transfer personal donation to Stirling Library Reserve Fund.

**Resolution #10**

Moved by Member Kristina Smith  
Seconded by Councillor Caroline Smith

That the \$1000.00 personal donation made on Sept 16, 2023 toward item(s) not covered through the regular operating budget be transferred to the Stirling Library Reserve Fund.

**Carried**

- 10.6. Transfer funds from the 2023 Programming Fundraiser to the Stirling Library Reserve account.

**Resolution #11**

Moved by Member Stasia Bennett  
Seconded by Member Kristina Smith

That \$701.00 raised toward programming via the 2023 Craft Sale and library merchandise sales be transferred to the Stirling Library

Reserve Fund.

**Carried**

10.7. Closed Session

**Resolution #12**

Moved by Councillor Don Stewart  
Seconded by Councillor Caroline Smith

That the Library Board convene in closed session in accordance with Section 16.1(4)(b) of the Public Libraries Act to consider personal matters about an identifiable individual.

**Carried**

**Resolution #13**

Moved by Member Stasia Bennett  
Seconded by Member Kristina Smith

That the Library Board rise from closed session.

**Carried**

**Resolution #14**

Moved by Councillor Caroline Smith  
Seconded by Councillor Don Stewart

That Jaye follow the direction given in caucus.

**Carried**

**11. Financial Report**

11.1. **Resolution #15**

Moved by Councillor Caroline Smith  
Seconded by Member Stasia Bennett

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

**Carried**

**12. Date of the Next Meeting**

Wednesday January 17, 2024 at 6:00pm

**13. Adjournment**

Chair Miranda Dejong adjourned the meeting at 6:55pm