



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, September 11, 2024 @ 6:00 PM**

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

Members Absent: Councillor Caroline Smith
Member Kim Finkle
Member Kristina Smith

Staff Present: Jaye Bannon, CEO

1. Call to Order

Chair Miranda Dejong called the meeting to order at 6:05

2. Adoption of Agenda

2.1. Library Board Agenda -

Resolution #1

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That the agenda for the Regular Library Board meeting held on
Wednesday September 11, 2024 be adopted as presented.

Carried

3. Declaration of Pecuniary Interest

None

4. Approval of Minutes of Previous Meeting

4.1. Library Board Minutes -

Resolution #2

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That the minutes of the Regular Library Board meeting held on
Wednesday June 19, 2024 be adopted as presented.

Carried

5. CEO Report

5.1. CEO Report

Resolution #3

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the CEO Report and the Summer 2024 Report be received and
filed.

Carried

6. Chair Report

None

7. Council Report

None

8. Financial Report

8.1. June 2024 Statement of Revenues and Expenditures

Resolution #4

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That the June 2024 Statement of Revenues and Expenditures be
received and filed.

Carried

8.2. July 2024 Statement of Revenues and Expenditures

Resolution #5

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That the July 2024 Statement of Revenues and Expenditures be received and filed.

Carried

9. Policy Review

9.1. Public Code of Conduct Policy #OP0821

Resolution #6

Moved by Chair Miranda DeJong
Seconded by Councillor Don Stewart

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

Carried

9.2. Safety in Workplace Policy #OP0822

Resolution #7

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That the Safety in Workplace policy #OP0822 be approved.

Carried

9.3. Safety, Security and Emergencies in the Library Policy #OP0825

Resolution #8

Moved by Chair Miranda DeJong
Seconded by Member Valerie Sills

That the Safety, Security and Emergencies in the Library policy

#OP0825 be approved.

Carried

9.4. Working Alone Policy #OP1025E

Resolution #9

Moved by Councillor Don Stewart
Seconded by Member Stasia Bennett

That the Working Alone policy #OP1025E be approved.

Carried

9.5. Art Gallery Policy #OP0831

Resolution #10

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the Art Gallery Policy #OP0831 be adopted as presented.

Carried

10. Correspondence / Information

10.1. 2023 Ontario Public Library Statistics

Resolution #11

Moved by Councillor Don Stewart
Seconded by Chair Miranda DeJong

That correspondence from the Ministry of Tourism Culture and Sport regarding the 2023 Ontario Public Library Statistics be received.

Carried

10.2. Canadian Federation of Library Associations Update

Resolution #12

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That correspondence from the Canadian Federation of Library Associations be received.

Carried

11. Closed Session

11.1. Convene in Closed Session

Resolution #13

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That pursuant to Section 16.1(4a) of the Public Libraries Act regarding the security of the property of the board, we do now convene in Closed Session at 6:40 pm to address the following items:

Report provided by Quinte Security Systems

Carried

11.2. Reconvene in Open Session

Resolution #14

Moved by Councillor Don Stewart
Seconded by Member Valerie Sills

That we do now reconvene in Open Session at 7:00 pm and that direction be given to Jaye Bannon and Don Stewart to follow up with the Quinte Security Systems report as discussed.

Carried

12. Date of the Next Meeting

Wednesday, October 16, 2024 at 6:00 pm

13. Adjournment

Chair Miranda Dejong adjourned the meeting at 7:10pm