



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, October 15, 2025 @ 6:00 PM**

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

Members Absent:

Staff Present: Jaye Bannon, CEO

1. Call to Order and Land Acknowledgement

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

The Stirling-Rawdon Public Library acknowledges the land on which it is established and the work it does takes place in the traditional and unceded territory of the Huron-Wendat, Haudenosaunee and Anishinabek peoples and the neighbouring Mohawk and Algonquin Nations. We are committed to honoring their cultures and celebrating their commitment to the land. As settler Canadians we acknowledge the injustices of the past and express our collective desire for ongoing truth and reconciliation. We are grateful to have the opportunity to work and provide services on this land and by doing so we give our respect to its first caretakers and stewards.

2. Adoption of Agenda

2.1. Library Board Agenda -

SRS-251015-1

Moved by Councillor Caroline Smith
Seconded by Member Stasia Bennett

That the agenda for the Regular Library Board meeting held on Wednesday, October 15, 2025, be adopted as presented.

Carried

3. Declaration of Pecuniary Interest

None

4. Approval of Minutes of Previous Meeting

4.1. Library Board Minutes -

SRS-251015-2

Moved by Member Valerie Sills
Seconded by Member Andy Kemp

That the minutes of the Regular Library Board meeting held on Wednesday, September 17, 2025, be adopted as presented.

Carried

5. Business Arising from Previous Meeting

5.1. Cybertect Update

SRS-251015-3

Moved by Member Kristina Smith
Seconded by Councillor Don Stewart

That the briefing provided by Cybertect founder, Don Rice, be received, and further; that Jaye be directed to inquire with the Municipality about their practices and/or intentions regarding cybersecurity, and further; that Jaye be directed to seek additional information from Don Rice about the proposed grant application mentioned in his briefing.

Carried

6. Financial Report

6.1. August 2025 Statement of Revenues and Expenditures

SRS-251015-4

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That the August 2025 Statement of Revenues and Expenditures be received and filed.

Carried

7. CEO Report

7.1. CEO Report

SRS-251015-5

Moved by Councillor Caroline Smith
Seconded by Member Kristina Smith

That the CEO Report be received and filed.

Carried

8. Chair Report

None

9. Correspondence / Information

None

10. Council Report

None

11. Policy Review

11.1. Working Alone Policy #OP1025E

SRS-251015-6

Moved by Member Kristina Smith
Seconded by Member Stasia Bennett

That the Working Alone Policy#OP1025E be approved.

Carried

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

SRS-251015-7

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the Safety, Security and Emergencies in the Library Policy #OP0825 along with the accompanying appendix, be edited as discussed, and reviewed at the November meeting.

Carried

12. Other Business

12.1. Modulus Flip Tables Quote from Upper Canada Office Systems

SRS-251015-8

Moved by Councillor Caroline Smith
Seconded by Chair Miranda DeJong

That the quote for 5 Modulus Flip Tables from Upper Canada Office Systems be received, and further, that Jaye be directed to obtain another quote from Upper Canada, along with two additional companies, for six 24"x48" tables.

Carried

12.2. 2026 Budget

SRS-251015-9

Moved by Chair Miranda DeJong
Seconded by Member Andy Kemp

That the operational expenses of the 2026 draft budget be approved.

Carried

13. Date of the Next Meeting

Wednesday, November 19, 2025 at 6:00pm

14. Adjournment

The meeting was adjourned at 7:45pm

