



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, December 17, 2025 @ 6:00 PM**

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

Members Absent: Member Stasia Bennett

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-251217-1

Moved by Councillor Caroline Smith
Seconded by Member Kristina Smith

That the agenda for the Regular Library Board meeting held on

Wednesday, December 17, 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-251217-2

Moved by Councillor Don Stewart
Seconded by Member Kristina Smith

That the minutes of the Regular Library Board meeting held on
Wednesday, November 19, 2025 be adopted as presented.

Carried

5. CEO Report

5.1. **SRS-251217-3**

Moved by Member Valerie Sills
Seconded by Member Andy Kemp

That the CEO Report be received and filed.

Carried

6. Chair Report

None

7. Council Report

None

8. Financial Report

None

9. Correspondence / Information

9.1. Ontario Library Association- Save Canada's Interlibrary Loans

SRS-251217-4

Moved by Member Valerie Sills
Seconded by Member Andy Kemp

That the information from the Ontario Library Association regarding
Bill C-15 be received.

Carried

10. Closed Session

10.1. Convene in Closed Session

SRS-251217-5

Moved by Councillor Caroline Smith
Seconded by Member Kristina Smith

That pursuant to Section 16.1(4d) of the Public Libraries Act
regarding labour relations or employee negotiations, we do now
convene in Closed Session at 6:20pm.

Carried

10.2. Convene in Open Session

SRS-251217-6

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That we do now reconvene in Open Session at 6:50pm and report on
the Closed Session items.

Carried

SRS-251217-7

Moved by Member Andy Kemp
Seconded by Councillor Don Stewart

That the CEO follows the directions discussed in caucus.

Carried

11. Other Business

11.1. Stirling MILL - Stirling Library Occupancy Agreement

SRS-251217-8

Moved by Member Valerie Sills
Seconded by Councillor Caroline Smith

That the Occupancy Agreement between the Stirling-Rawdon Public Library and the Stirling Musical Instrument Lending Library be renewed until December 31, 2026.

Carried

11.2. MILL Reserve Account

SRS-251217-9

Moved by Councillor Caroline Smith
Seconded by Member Andy Kemp

That the MILL Reserve Fund 0-300055 be closed.

Carried

11.3. Programming Reserve Fund

SRS-251217-10

Moved by Councillor Don Stewart
Seconded by Member Andy Kemp

That a Reserve Fund for Programming be created, and further, that \$598.14 raised through the Library Merchandise sales be transferred to the Programming Reserve Fund, and further, that \$302.31 be transferred from the General Reserve Fund to the Programming Reserve Fund.

Carried

11.4. Transfer funds from the 2025 Annual Fundraiser to the General Reserve Fund.

SRS-251217-11

Moved by Member Andy Kemp

Seconded by Councillor Caroline Smith

That the funds raised through the sale of ornaments donated by Nancy Snowdon, and Bees Nest Quilt and Sew, from October 1, 2025 to December 31, 2025 be transferred to the Stirling Library General Reserve Fund.

Carried

- 11.5. Transfer personal donation to Library General Reserve Fund.

SRS-251217-12

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That the \$1000.00 personal donation made on October 28, 2025, toward item(s) not covered through the regular operating budget be transferred to the Library General Reserve Fund.

Carried

- 11.6. Book Purchase Donations

SRS-251217-13

Moved by Councillor Caroline Smith
Seconded by Member Valerie Sills

That \$475.00 donated toward book purchases be transferred to the Library General Reserve Fund.

Carried

- 11.7. Transfer Art Gallery donations to the Art Gallery Reserve Fund.

SRS-251217-14

Moved by Member Valerie Sills
Seconded by Member Andy Kemp

That the \$50 donation made toward improvements to the Art Gallery be transferred to the Library Art Gallery Reserve Fund.

Carried

- 11.8. Library Board Budget 2025

SRS-251217-15

Moved by Chair Miranda DeJong
Seconded by Councillor Caroline Smith

That the final draft of the 2026 Library Board Budget be approved as presented.

Carried

11.9. Board Evaluation

SRS-251217-16

Moved by Member Valerie Sills
Seconded by Councillor Caroline Smith

That the Library Board Self-Evaluation Tool form be completed collectively by the Board, and filed.

Carried

12. Date of the Next Meeting

Wednesday, January 21, 2026 at 6:00pm

13. Adjournment

The meeting was adjourned at 7:20pm.