



**Township of Stirling-Rawdon  
Stirling-Rawdon Public Library Board Meeting  
Minutes  
Library  
Wednesday, November 19, 2025 @ 6:00 PM**

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

**Members Absent:** Member Valerie Sills

**Staff Present:** Jaye Bannon, CEO

**1. Call to Order and Land Acknowledgement**

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-251119-1**

Moved by Councillor Don Stewart  
Seconded by Councillor Caroline Smith

That the agenda for the Regular Library Board meeting held on Wednesday, November 19, 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-251119-2**

Moved by Member Kristina Smith  
Seconded by Member Stasia Bennett

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

**Carried**

**5. Business Arising from Previous Meeting**

5.1. Cybertect Update

**SRS-251119-3**

Moved by Councillor Caroline Smith  
Seconded by Councillor Don Stewart

That the information provided by Cybertect founder, Don Rice be  
received, and further, that Jaye be directed to confirm the library's  
involvement with the proposed CyberSafe Stirling initiative as  
outlined in the presented summary.

**Carried**

5.2. Flip Table Quotes

**SRS-251119-4**

Moved by Chair Miranda DeJong  
Seconded by Member Stasia Bennett

That additional quotes for tables from various vendors be received,  
and further, that six Economy Training Tables (60"x24") from Uline  
be purchased with funds in reserve.

**Carried**

**6. Financial Report**

6.1. September 2025 Statement of Revenues and Expenditures

**SRS-251119-5**

Moved by Member Stasia Bennett  
Seconded by Member Andy Kemp

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

**Carried**

6.2. October 2025 Statement of Revenues and Expenditures

**SRS-251119-6**

Moved by Councillor Caroline Smith  
Seconded by Member Kristina Smith

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

**Carried**

**7. CEO Report**

7.1. CEO Report

**SRS-251119-7**

Moved by Member Kristina Smith  
Seconded by Member Stasia Bennett

That the CEO Report be received and filed.

**Carried**

**8. Chair Report**

None

**9. Council Report**

None

## **10. Correspondence / Information**

### 10.1. Ontario Library Association Advocacy Updates

#### **SRS-251119-8**

Moved by Councillor Caroline Smith  
Seconded by Member Stasia Bennett

That the Ontario Library Association Advocacy Updates be received.

**Carried**

### 10.2. Poverty Reduction Strategy - Consultation Submission (Federation of Ontario Public Libraries and Ontario Library Association)

#### **SRS-251119-9**

Moved by Councillor Don Stewart  
Seconded by Member Kristina Smith

That the Poverty Reduction Strategy - Consultation Submission  
(Federation of Ontario Public Libraries and Ontario Library  
Association) be received.

**Carried**

## **11. Information Items**

### 11.1. 2024 Ontario Public Library Statistics

[Ontario Public Library Statistics](#)

## **12. Policy Review**

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

#### **SRS-251119-10**

Moved by Chair Miranda DeJong  
Seconded by Councillor Don Stewart

That the Safety, Security and Emergencies in the Library Policy #OP0825 and the accompanying appendix be approved as edited.

**Carried**

12.2. Harassment and Discrimination Policy #HRP283 10A

**SRS-251119-11**

Moved by Chair Miranda DeJong  
Seconded by Councillor Caroline Smith

That the Harassment and Discrimination Policy #HRP283 10A be approved with edits as proposed.

**Carried**

**13. Other Business**

13.1. Facilitation Services Agreement for Strategic Planning

**SRS-251119-12**

Moved by Councillor Don Stewart  
Seconded by Member Stasia Bennett

That the service agreement between the Ontario Library Service and the Stirling-Rawdon Public Library for Strategic Planning facilitation be approved.

**Carried**

13.2. CEO Evaluation

**SRS-251119-13**

Moved by Councillor Caroline Smith  
Seconded by Member Kristina Smith

That the 2025 CEO Evaluation be completed by Board Members Miranda DeJong and Andy Kemp.

**Carried**

13.3. 2026 Budget

**SRS-251119-14**

Moved by Member Andy Kemp  
Seconded by Councillor Don Stewart

That the updates to the proposed 2026 Budget be approved and forwarded to the Municipal CAO to be completed.

**Carried**

**14. Date of the Next Meeting**

Wednesday, December 17, 2025 at 6:00pm

**15. Adjournment**

The meeting was adjourned at 7:00pm