

Ramara Township Public Library Board

Thursday, May 20th, 2024 — by Zoom

Board members present: Jane Ste. Marie, Dayle Rochon, Councilor Sherri Bell, Ken Szijarto, Janet Banfield, Ninette Gyorody, Donna Hewitt, Deputy Mayor Keith Bell, Adrienne Davies

Regrets: Karen Whitehorn

1. Call to order: 12:32 p.m. by Chairperson, Jane Ste. Marie

2. Consent agenda: none

3. Approval of agenda:

Motion #2023 Moved by Adrienne Davies, seconded by Ken Szijarto that the agenda be adopted. Carried.

4. In camera: *none*

5. Declaration of conflicts of interest: *none*

6. Minutes of preceding meeting: *distributed*

Motion #2024-24 Moved by Dayle Rochon, seconded by Ken Szijarto that the minutes of the previous meeting be accepted. Carried.

7. Business arising from the minutes:

Draft Development Charges questions - Jane Ste. Marie did not speak with Zack and Manon. Zack is leaving and Manon may not be able to clarify for us right now. Community Benefit Charges don't exist in Ramara. The staff report is only a description and CBCs have been deferred, not implemented. Manon is aware of Development Charges (DCs). Ken would like Jane to investigate it right away. There is an equation as to how much the library gets. Ken asked if that is per home built. Jane thought that the charge was paid upon completion. Ken asked how the equation fit for multiple homes. Janet shared the drafted DC questions with the Board. Some of the information will be in the audited financials: reserves will be listed. The Library Reserve fund is separated but is still at the discretion of Council.

ACTION: Janet will send out the DC questions for feedback/additions and the Board will revisit the matter at the June meeting.

8. Correspondence: *none*

9. Chairperson's remarks: *Jane Ste. Marie*

Congratulations to staff and Friends who donated time to make the SMILE cookie campaign such a success.

10. Treasurer's report: *distributed, Janet Banfield for Manon Higgins*

Miscellaneous income includes donations, reimbursements, sales, piggy bank donations, etc. *Capital Library equipment* includes the expenses from a 2023 grant surplus, part of the Community Services Recovery Fund.

Motion #2024-25 Moved by Ken Szijarto, seconded by Sherri Bell that the Treasurer's report be accepted. Carried.

11. Chief Executive Officer's report: *Janet Banfield*

The SMILE Cookie campaign was a lot of effort, but worth it. Reciprocal borrowing profile have been set up and implemented for all participating libraries, and the library's non-resident members are from Orillia and Sebright (Kawartha Lakes).

At an upcoming CEOs' meeting, Janet will ask Ontario Library Services about development charges.

Our Strategic Plan is scheduled to be redone next year, Janet would like to go back to the 4-5 year planning. OLS has people to hire as facilitators.

The Job Fair was good – a learning curve. Bequests – we need to increase awareness about donations - maybe a DONATE button on the website.

(Ken left the meeting at 2 p.m.)

Would donations reduce Council's support? Donations with no ties go into the operating budget, then into reserves. Planning to draft a Donations brochure.

ACTION: Janet will research what other libraries do about fundraising and where the funds are kept.

The Quilting Club is encountering obstacles with storage and working space, so this will probably be their last year.

12. Council report: *Councilor Shem Bell*

On May 22 from 6-8 p.m. there will be a public information session about an environmental assessment leading to selecting and implementing a viable water and sewage plan.

June 6 at 4:30 p.m. there will be a public open house at the Ramara Centre to discuss municipal services, answering questions submitted beforehand.

Joe Gough was voted in as new Councilor for Ward 4 and is now sworn in.

CAO, Zach Drinkwalter, submitted his resignation and Council will approve an Acting CAO as quickly as possible.

13. Committee reports:

Policy Review Ad Hoc Committee update – Janet was doing research so the committee has not yet met.

14. Other business: *none*

15. Friends of the Library report: *Janet Banfield, Adrienne Davies*

A committee is working on the Murder Mystery fundraising event, and they presented material at the meeting following the AGM. They are looking for donations for a silent auction. Chairperson, Jane Ste. Marie graciously offered to contribute something for the silent auction. New members bring different expertise and awareness of the necessity for advocacy. The next meeting is May 27 at 10 a.m.

16. Public comments: *none*

17. Date and location of next meeting: June 20 at 12:30 p.m. via Zoom **(note different start time – Rebecca will change it on the website).**

18. Adjournment:

Motion #2024-26 Moved by Sherri Bell that the meeting be adjourned at 2:37 p.m.