

**Ramara Township Public Library Board  
May 15, 2025 by ZOOM**

**Board members present:** Jane Ste. Marie, Donna Hewitt, Dayle Rochon, Heidi Stanley, Karen Woodhouse, Deputy Mayor Keith Bell\*, Elise Schofeld, Adrienne Davies

**Regrets:** Councilor Joe Gough, Colleen McKee

**1. Call to order:** 1:08 p.m. by Vice-Chair Donna Hewitt

**2. Consent agenda:** none

**3. Approval of agenda**

*Motion # 2025-35* Moved by Karen Whitehorn, seconded by Heidi Stanley that the agenda be approved. Carried.

**4. In camera:**

*Motion # 2025-36* Moved by Jane Ste. Marie, seconded by Dayle Rochon that the meeting be taken *in camera*. Carried.

*Motion # 2025-37* Moved by Jane Ste. Marie, seconded by Dayle Rochon that the *in camera* minutes of the April 17 *in camera* session be approved. Carried.

*Motion # 2025-38* Moved by Heidi Stanley, seconded by Karen Whitehorn that the Board receives Elise Schofield's report and that she proceed as directed. Carried.

*Motion # 2025-39* Moved by Karen Whitehorn, seconded by Jane Ste. Marie that the *in camera* session be ended. Carried.

**5. Conflicts of interest:** none

**6. Approval of minutes of the previous meeting:**

*Motion # 2025-40* Moved by Karen Whitehorn, seconded by Keith Bell that minutes of the meeting of April 17, 2025 be accepted. Carried.

**7. Business arising from the minutes:**

**8. Correspondence:** none

**9. Chairperson's remarks:**

Jane thanked Donna for Chairing the meeting as Jane was travelling. She assured Elise that recent circumstances were unusual, and commended her on the decisions made and the paths chosen.

**10. Treasurer's report:** *Elise Schofield for Manon Higgins*

Rent expenses are running high.

Action: Elise will check with Manon about rents.

*Motion # 2025-41* Moved by Jane Ste. Marie, seconded by Karen Whitehorn that the Treasurer's report be accepted. . Carried.

**11. CEO's report :** *Elise Schofield*

Grants: applied to the Sara Badgely fund for new toys, etc. and received from CFOA \$1,700. for tables (Elise will ask the Friends to fund wheeled shelving). Proceeds from the Brechin Tim Horton's

SMILE campaign in September confirmed to be on the Library's radar to apply for.  
Hours of operation will change in response to challenges with staffing.

- Brechin Thursdays: 1-6pm
- Atherley Saturdays: 10-3pm

Added to the Library of Things is a DVD player, encouraging a larger collection of DVDs to loan.  
The upcoming Bit and Bobs Sale will run from 9-2 on Saturday.

Acquired a new collection(150 pieces) for the Daisy Reader (for patrons with print disabilities)

Elise acquired all the collection of the OPP Library which was shutting down.

Elise investigating getting library services into long-term care and home-bound seniors through QualiCare.

Elise intends to begin planning for a Strategic Plan by the end of the year.

Adding the cash register has meant more money coming in and some donations.

Donna commented that there has been a lot of change in a short period of time.

**12. Council report:** *Deputy Mayor Keith Bell*

Council is busy with recognizing volunteers, welcoming new staff, etc. Gayle is identifying weaknesses and hiring accordingly. There is still a lot of clean-up ahead from the ice storm. Ramara has applied for emergency funding.

**13. Committee reports:** *none*

**14. Other business:**

Board Assembly Representative for Ontario Library Service – Elise will send out the link for the open forum- type ZOOM meeting on June 3 from 3-7 p.m.

Changes in service hours Brechin branch will open an hour later from 1 to 6; Atherley will change to 10 a.m. to 3 p.m. on Saturdays.

*Motion # 2025-42* Moved by Karen Whitehorn, seconded by Dayle Rochon that the Board accepts the changes to Hours of Operation. Carried.

Ramara Recreation Master Plan., *attached* There are different visions for the Standard Bank and St. Andrew's buildings, in spite of the fact that the Library Board funded application for a feasibility study grant, hoping to have a location for the Brechin branch.

**15. Friends of the Library Report:** *Heidi Stanley*

The Friends are selling plants at the Bits and Bobs Sale.

Still trying to recruit more members.

Advertised 50/50 draw sale.

**16. Public comments:** *none*

**17. Date and location of next meeting:** June 19 by ZOOM

**18. Adjournment:** by Donna Hewitt at 2:12 p.m.