

Ramara Township Public Library Board
Thursday, January 16th, 2025 – by ZOOM

Board members present: Jane St. Marie, Donna Hewitt, Colleen McKee, Heidi Stanley, Councilor Joe Gough, Vanessa Horne, Karen Whitehorn, Dayle Rochon*, Adrienne Davies.

Regrets: Deputy Mayor Keith Bell

1. Call to order: 1:05 p.m., by *Chairperson, Jane St. Marie* who thanked the Board for their patience over the course of the last month when the hiring process took up extra time.

2. Consent agenda: *none*

3. Approval of agenda: *attached*

Motion #2025-01 Moved by Joe Gough, seconded by Heidi Stanley that the agenda be adopted. Carried.

4. In Camera

Motion #2025-02 Moved by Adrienne Davies, seconded by Joe Gough that the meeting be taken *in camera*. Carried.

Motion #2025-03 Moved by Colleen McKee, seconded by Joe Gough that the *in camera* minutes of the previous meeting be accepted. Carried. (Motion copied from *in camera* minutes)

Personnel issues were discussed.

Motion #2025-04 Motion located in the *in camera minutes*.
(*Dayle Rochon entered the meeting at 1:15 p.m.)

Motion #2025-05 Moved by Joe Gough, seconded by Colleen McKee that the *in camera* session be ended. Carried.

Motion #2025-06 Moved by Donna Hewitt, seconded by Joe Gough that the Chairperson proceed as directed. Carried.

5. Declaration of conflicts of interest: *none*

6. Minutes of preceding meeting: *attached*

Error: remove "from their homes"

Motion #2025-07 Moved by Karen Whitehorn, seconded by Heidi Stanley that the Board accept the minutes of the December 2 meeting as amended. Carried

7. Business arising from the minutes: *none*

8. Correspondence: *none*:

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

Jane thanked the Board for their flexibility during the past month and she is looking forward to a busy 2025.

10. Treasurer's report: *Vanessa Horne for Manon Higgins*

The year-end process will bring some updates to the report as 2024 invoices continue being processed. Vanessa confirmed with Manon that the recent donations specified for expansion will be transferred to the *Expansion Reserve Fund* during the year-end process. Under *Postage*, ILLO will be sending some postage reimbursement sometime in January. Vanessa confirmed that the *Ontario Conditional Grant* was received on December 13.

Motion #2025-08 Moved by Karen Whitehorn, seconded by Donna Hewitt that the Treasurer's report be accepted. Carried

11. Chief Executive Officer's report: *Vanessa Horne, attached*

Vanessa and the rest of the staff have transitioned well but are understandably somewhat nervous about upcoming changes. Jane assured Vanessa that the Board considered Elise a good fit.

Dayle asked for clarification about the new Wi-Fi log in information, asking if patrons no longer have PINs. Vanessa clarified that patrons still have PINs for signing into online resources and public computers, but they are no longer used for Wi-Fi. The library now has one Wi-Fi password that is posted around the library for every visitor to use.

There is a possibility that our library could be a filming location of a film that is being planned for Netflix. Vanessa will be meeting with Ashley to discuss further details.

Resulting from discussion about the press release to announce our new CEO, Vanessa will check with Elise to see whether she wants a picture of herself to accompany the release. If not, Vanessa will include a photo of the library on a typical day.

12 Council report: *Councilor Joe Gough*

Council has introduced new CAO, Gayle Jackson, and has great expectations based on her prior experience. This coming weekend, Council members will be attending the ROMA Conference and have made appointments with ministers to discuss Township concerns.

13. Committee reports: *none*

14. Other business: *none*

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

The Friends have recently supported Jo-Hellen's funding request for adult programming. Our next meeting is January 27, followed by lunch out.

16. Public comments: *none*

17. Adjournment: *next meeting:*

Our next meeting will be a meet-and-greet with the new CEO, with lunch included and the meeting to follow. Vanessa will ask the Recreation Department if we can have part of the gym for *Wednesday, February 20 from 11:30 to 2:30 p.m.*

Motion #2025-09 Moved by Dayle Rochon that the meeting be adjourned at 2:10 p.m.