

RAMARA PUBLIC LIBRARY BOARD

Thursday, March 26, 2026

1 p.m., by ZOOM

Board members present: Jane Ste. Marie, Donna Hewitt, Elise Bethune, Heidi Stanley, Karen Whitehorn, Dayle Rochon, Councilor Joe Gough, Deputy Mayor Keith Bell, Adrienne Davies

Regrets: Colleen McKee

Vision

Ramara Township Public Library enhances the quality of life in our rural township by providing public spaces, resources, and services to meet our community's changing needs.

1. **Call to order:** 1:03 p.m., Jane Ste. Marie, Chair

2. **Consent agenda:** none

3. **Declaration of conflicts of interest:** none

4. **Approval of agenda:**

Motion #2026-15 Moved by Joe Gough, seconded by Dayle Rochon that the agenda be accepted as presented. Carried

5. **In camera:**

Motion #2026-16 Moved by Heidi Stanley, seconded by Joe Gough that the meeting be moved *in camera*. Carried

Motion #2026-18 Moved by Dayle Rochon, seconded by Keith Bell that the *in camera* session be ended. Carried.

Motion #2026-19 Moved by Donna Hewitt, seconded by Joe Gough that the verbal matters reported by Elise Bethune and Jane Ste. Marie be received for information only. Carried.

6. **Minutes of preceding meeting:** February 19, 2026

Motion #2026-20 Moved by Keith Bell, seconded by Heidi Stanley that the minutes of February 19, 2026 are accepted. Carried.

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

Strategic Planning: heavy work is coming up. Trustees were urged to check their calendars and attend the session on April 1.- we need all voices and ideas. To accommodate trustees, the time for the meeting was changed to 1:30 p.m.

Brechin location: the present location in a Township office is too small and impermanent. While we scout for a larger location, we understand that a possible move into the Brechin corner buildings is a long way down the road, if ever. The Board will discuss this after the Strategic Planning is done.

8. **Correspondence:**

Brandon Fratarcangelli from OLS sent an email with attachments about Board composition that we might consider for our discussion. It was decided that a smaller Board could be more responsive and accountable.

Motion #2026-21 Moved by Heidi Stanley, seconded by Karen Whitehorn that the Ramara Township Library Board be composed of a minimum of 7 members. Carried.

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

Jane and Elise have been busy with meetings with the Township. The Library continues to excel in meeting the needs of patrons.

10. Treasurer's report: *Elise Bethune for Manon Higgins/Carlie Foster, attached*

Early on, there are no big expenditures yet, on track.

11. CEO's report: *Elise Bethune, attached*

Elise is very satisfied with the membership drive as it got many over 200+ renewals as well as 111 new patrons.

The Library of Things collection continues to expand. It was suggested that birthday-themed items might be appreciated by patrons.

Elise has been in touch with Corrections Institution, and they would like the donation of new/good condition soft-cover dictionaries. There will be a drive in May.

On May 30, our Library will have a book sale. Any books donated can be dropped off the day before.

Policies:

OP-06 Political Elections Policy

OP-03 Membership Policy

Motion #2026-22 Moved by Joe Gough, seconded by Adrienne Davies that the OP-06 Political Elections Policy and OP-03 Membership Policy be accepted as presented. Carried.

12. Council report: *Deputy Mayor Keith Bell, Councilor Joe Gough*

A flag football league has started with registrations. Deputations included one from Mariposa House Hospice for expansion. Staff are developing a social media policy, promoting consistency between Council and members. Many roads in Ramara are expecting name changes, providing instant recognizability to emergency services. This signage project is in its infant stages.

13. Committee reports: *none*

14. Advocacy reports: *Jane Ste. Marie*

Jane has had a chance to speak about the Library during the Slow Cookers Club cooking course at Brechin Legion, sponsored by the Library.

15. Other business:

HR Series: Evaluating the CEO, *Heidi Stanley* – a governance tool, perhaps encouraging a committee to review policies about Board and CEO responsibilities and relationship. Heidi suggested that she email the resources she received and that consideration might be part of our Strategic Plan, and reviewing the material on our next agenda.

Action: Heidi will send to Elise information that she has and this will be included in the next board package.

HR Series: Board Responsibilities and HR oversight, Donna Hewitt – with the recent data projects, the Board is positioned well to evaluate how well we are doing, a process that might reactivate trustees.

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Action: Donna will forward Elise the worksheets from the session and include it in the next board package.

16. Friends of the Library report: *Adrienne Davies, Heidi Stanley*

The SMILE cookie campaign at Brechin's Tim Hortons has been awarded to the Friends. Volunteers are needed to decorate and serve the cookies, April 27-May 3. You can order ahead through the Library.

The Friends funded a Toronto Zoo Pass for families to borrow

Our AGM is April 20, hybrid meeting. Paid members may vote on slate of officers.

May 30 hosts the Library's big sale of books, etc. Please have your donations at the Ramara Centre no earlier than the day before when Friends and other volunteers will be helping with set up. We will be selling some garden-related items.

17. Public comments: *none*

18. Date and location of next meeting: Strategic Planning, April 1, 1:30 p.m.
Board meeting, Thursday, April 16, 2026 via ZOOM.

19. Adjournment: 2:47 p.m..