

**Ramara Township Public Library Board**  
**Monday, November 21, 2024 – by ZOOM, from our homes**

**Board members present:** Jane Ste. Marie, Dayle Rochon, Karen Whitehorn, Heidi Stanley, Councilor Joe Gough, Donna Hewitt, Janet Banfield, Adrienne Davies.

**Regrets:** Colleen McKee, Keith Bell

**1. Call to order:** 1:04 p.m. by Chairperson Jane Ste. Marie.

**2. Consent agenda:** *none*

**3. Approval of agenda:**

*Motion #2024-62*      Moved by Joe Gough, seconded by Heidi Stanley that the agenda be adopted. Carried.

**4. In Camera**

*Motion #2024-63*      Moved by Dayle Rochon, seconded by Joe Gough that the meeting be taken *in camera*. Carried.

*Motion #2024-64*      Moved by Joe Gough, seconded by Karen Whitehorn that the CEO 2025 Strategic Priorities be accepted. Carried. (*Motion copied from in camera session*)

*Motion #2024-65*      Moved by Joe Gough, seconded by Dayle Rochon that the CEO goals for 2024 be approved. Carried. (*Motion copied from in camera session*)

*Motion #2024-66*      Moved by Joe Gough, seconded by Karen Whitehorn that the Board approve the Ad Hoc Selection Committee's report. Carried (*Motion copied from in camera session*)

*Motion #2024-67*      Moved by Joe Gough, seconded by Dayle Rochon that the *in camera* session be ended. Carried.

Personnel issues were discussed.

*Motion #2024-68*      Moved by Joe Gough, seconded by Heidi Stanley that Board accept the minutes of the *in-camera* meeting of October 21, 2024. Carried

*Motion #2024-69*      Moved by Joe Gough, seconded by Donna Hewitt that the 2025 Strategic Priorities for new CEO be received as information. Carried

*Motion #2024-70*      Moved by Joe Gough, seconded by Karen Whitehorn that the Ad Hoc Selection Committee report be accepted as information and that trustees set aside an appropriate date for interviews. Carried.

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

**6. Minutes of preceding meeting:**

*Motion #2024-71*      Moved by Joe Gough, seconded by Karen Whitehorn that Board accept the minutes of the October 21 meeting. Carried

**7. Business arising from the minutes:** *none*

**8. Correspondence:**

Letter received from Wasaga Beach Public Library about withdrawing from reciprocal borrowing agreements. Janet will remove their name from the website and brochures.

*Motion #2024-72* Moved by Joe Gough, seconded by Heidi Stanley that the letter be received as information. Carried

**9. Chairperson's remarks:** *Jane St. Marie, none*

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

The Ontario Conditional Grant should be received soon. Conferences, training, etc. – there is a surplus because there has been no professional development by the Board, so less travelling. End-of-year surpluses are transferred to the library's General Reserves, from which we need Council's permission to withdraw funds. Gain/loss on sale of Library materials: two computers are sold and three more are ready to be wiped clean and sold.

*Motion #2024-73* Moved by Joe Gough, seconded by Donna Hewitt that Board accept the Treasurer's report. Carried

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

Janet has been helping the Ad Hoc Selection Committee; all postings were done; a new email address for the Board was set up for the hiring process and can also be of use in the future.

**12. Council report:** *Councilor Joe Gough*

The budget for 2025 will be ratified on Monday, approving a 5.14% increase in taxes – largely due to increased pricing from the OPP. Municipal water and sewer – 8%/year, due to be covered by 2028. The Township is looking for grant money to replace the tile bed for Bayshore Village. ROMA is coming up in January where councilors can meet with the Ministers. The new CAO has signed a contract, and the announcement will be made toward the end of November – early December.

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

**14. Other business:**

2025 Strategic Plan – *Janet Banfield/Jane Ste. Marie*

Janet and Jane met with the OLS consultant, and he suggested a 4-year and that the Board should consider waiting to develop a new plan until later next year to give the new CEO time to learn the culture, community and staff. The Board agreed with his recommendation.

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

The bake sale at the Ramara Centre Craft show was a great success with a lot of baking available from Friends and their friends. The Friends Christmas lunch is on December 9.

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

**17. Adjournment: Next meeting: December 2<sup>nd</sup>, 2024**, at the Ramara Centre followed by lunch with staff at Kelsey's at 12:30 p.m.

*Motion #2024-43* Moved by Heidi Stanley that the meeting be adjourned at 2:31 p.m.