

RAMARA PUBLIC LIBRARY BOARD
Thursday, April 16, 2026 p.m., by ZOOM

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

Regrets: Councilor Joe Gough

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 #2026-24 Moved by Adrienne Davies, seconded by Heidi Stanley that the agenda be accepted as presented. Carried

5. In camera:

Motion #2026-25 Moved by Donna Hewitt, seconded by Karen Whitehorn, that the meeting be moved *in camera*. Carried

(Deputy Mayor Keith Bell entered the meeting at 1:16 p.m.)

Motion #2026-27 Moved by Dayle Rochon, seconded by Keith Bell that the *in camera* session be ended. Carried.

6. Minutes of preceding meeting: March 26, 2026

Motion #2026-28 Moved by Keith Bell, seconded by Donna Hewitt that the minutes of March 26, 2026 are accepted. Carried.

7. Business arising from the minutes:

Strategic Plan review: With Brandon Fratarcangelli from OLS, Elise has consolidated information and Trustees input into a document for 2026-2030 for approval at the May meeting.

Brechin location: Elise is meeting with Township staff about opportunities for a permanent Brechin location. Trustees will be able to express their wishes through an editable document that Elise will send out.

Action: Elise will send out a Google document for Trustees to add to (wish list, etc.) before the May meeting.

Amendment to Bylaw Board Composition: Proposed Bylaw is going through the readings for approval to read a "minimum of 7 board members" and one less than majority for Council representation.

8. Correspondence: none

9. Chairperson's remarks: Jane Ste. Marie

Jane likes the happy place the Library is with offerings for everyone. She congratulated Elise and staff on a successful Tax Clinic, in spite of CRA training not supported.

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

Major purchases coming up are computers and a 3-bank mobile shelving unit, which will help enlarge the programming area. Elise is asking for funding from the Friends and Quilters for additional funds needed.

Motion #2026-29 Moved by Keith Bell, seconded by Dayle Rochon that the Treasurer's report be accepted. Carried.

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

Elise went through the report attached to the Board Package.

Motion #2026-30 Moved by Karen Whitehorn seconded by Heidi Stanley that the Board directs Elise Bethune to budget \$4,000 for the shelving unit, on condition that the Friends of the Ramara Public Library approve funding the additional \$594. Carried

Policies to review for next meeting: **FN-03** Donation and Sponsorship Policy, **FN-02** Procurement Policy and **GO-09** Financial Control and Oversight

The May 30 book sale will be staffed (10 a.m. to 1 p.m.) by the Friends who will also be selling bags and plants. Any books donated can be dropped off the day before. The most popular selling point is \$10./bag of books.

Elise will be delivering any dictionaries from the Drive in May on Friday, May 29.

12. Council report: *Deputy Mayor Keith Bell*

Recent flooding has made had the Township working on providing sandbags to the community. Council declared domestic violence an epidemic.

13. Committee reports: *none*

14. Advocacy reports: *Jane Ste. Marie*

Jane is sharing a lot about the Library during the Slow Cookers Club cooking course at Brechin Legion. The course is partnered with Rooted in Ramara and the Library.

15. Other business:

HR Series: Evaluating the CEO, *attached* –

Action: As suggested by Heidi, a committee will discuss the formation of a committee in June for a meeting in September.

HR Series: Board Responsibilities and HR oversight, *attached* - Donna suggested a working group to report regularly. Alternative, adding the key elements to the Strategic Plans goals.

Motion #2026-31 Moved by Colleen McKee seconded by Keith Bell that a working group for HR oversight be added to the Strategic Plan. Carried.

PLOG Report, *attached*

Action: Elise will sign and submit the report.

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

The SMILE cookie campaign, Brechin's Tim Hortons, April 27-May 3: Friends have filled most of the attendance/working time slots, but Elise welcomed participation from Trustees. Staff are calling businesses to take orders and remind them of this event. Anyone can order ahead through the Library.

AGM is April 20, hybrid meeting. Paid members may vote on slate of officers, policies, etc. May 30 hosts the Library's big sale of books, etc. 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: Board meeting, Thursday, May 21, 2026
via ZOOM.

19. Adjournment: 2:17 p.m..