

RAMARA PUBLIC LIBRARY BOARD
Thursday, September 17 1:00 p.m., by ZOOM

Board members present: Jane Ste. Marie, Donna Hewitt, Heidi Stanley, Dayle Rochon, Councilor Joe Gough, Karen Whitehorn, Colleen McKee

Library CEO: Elise Bethune

Regrets: Deputy Mayor Keith Bell,

Vision

A library that enriches everyday life today and for generations to come.

Mission

The Ramara Township Public Library expands possibilities, inspires curiosity, and creates pathways for learning, connection, and growth.

1. Call to order: 1:02 p.m., Jane Ste. Marie, Chair

2. Consent agenda: none

3. Declaration of conflicts of interest: none

4. Approval of agenda:

Motion #2026-54 Moved by Heidi Stanley, seconded by Joe Gough that the agenda be accepted as presented. *Carried*

5. In camera:

Motion #2026-55 Moved by Donna Hewitt, seconded by Joe Gough, that the meeting be moved *in camera*. *Carried*

Motion #2026-56 Moved by Donna Hewitt, seconded by Joe Gough, that the in camera meeting minutes from June 18, 2026 be deferred for approval at the October 15, 2026 meeting. *Carried*

Motion #2026-57 Moved by Donna Hewitt, seconded by Karen Whitehorn, that staff proceed as directed. *Carried*.

Motion #2026-58 Moved by Karen Whitehorn, seconded by Heidi Stanley that the *in camera* session be ended. *Carried*.

6. Minutes of preceding meeting: April 16, 2026

Motion #2026-59 Moved by Heidi Stanley, seconded by Joe Gough that the June 18, 2026 minutes be deferred to October 15, 2026. *Carried*.

7. Business arising from the minutes:

Brechin Branch: Portable quotes are coming in. We have contacted 7 companies, 3 quotes came in from those 7. The remainder had no response despite repeated follow-up. 1 of the 3 companies who submitted quotes pulled out from putting their proposal in as this project was

too large for their scope. Staff have followed up with further questions for the remaining two companies (both Canadian).

ACTION: Quotes to be presented at the October 15, 2026 Board Meeting.

Colleen McKee enters at 1:39 p.m.

8. Correspondence: *none*

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

Jane discussed the amount projects from the MOU to Portable to the Strategic Plan, it has been a busy year for the Board. There is a lot of work now, and in the future. Jane reflected on the fantastic summer programs held by the library staff and the positivity's the library has on the community. Jane recognized the loss of Adrienne Davies who has been on the Board for 26 years.

10. Treasurer's report: *Elise Bethune for Gayle Jackson, attached*

Reviewed Treasurer report.

Motion #2026-60 Moved by Colleen McKee, seconded by Dayle Rochon that the treasurer's report be accepted. *Carried.*

Motion #2026-61 Moved by Colleen McKee, seconded by Dayle Rochon that the 2027 Budget be accepted as amended. *Carried.*

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

Elise went through the report attached to the Board Package which is now organized under the Strategic Plan priorities.

Motion #2026-62 Moved by Karen Whitehorn seconded by Heidi Stanley that the Board accepts the CEO Report as information. *Carried*

12. Council report: *Joe Gough*

Joe Gough exits at 2:20 p.m.

13. Committee reports: *Heidi Stanley*

The CEO Evaluation Committee presented the first draft of the CEO Performance Review Template. The Board will provide feedback on it for the next meeting. Board requested a 360 survey of staff.

ACTION: Board members to provide feedback to the CEO Evaluation Committee about the Performance Review Template.

14. Advocacy reports: *Jane Ste. Marie*

Jane and her husband have been busy advocating for the library during elections. Jane's husband has been asking candidates their thoughts on the library and if they have a library card.

Discussion occurred to be present at candidate meet and greets on a personal basis (not representing the library).

15. Other business:

Brechin Branch: Due to staffing being needed at the Ramara Centre for the 25th Anniversary celebration on October 22, 2026, the CEO requests that the Brechin Branch be closed for the day.

Motion #2026-63 Moved by Colleen McKee seconded by Donna Hewitt that the Board approves the closure of the Brechin Branch on October 22, 2026. Carried

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

No meeting, next meeting will be on September 28, 2026. Currently selling raffle tickets for the Quilters and preparing for the craft show.

17. Public comments: *none*

18. Date and location of next meeting: Board meeting, Thursday, October 15, 2026 at 1:00 p.m. via ZOOM.

19. Adjournment: 2:49 p.m..