



EAST FERRIS PUBLIC LIBRARY BOARD MEETING

Minutes of the East Ferris Public Library Board Meeting of February 3rd, 2025
Municipal Office Council Chambers at 3:30 p.m.

PRESENT: Christine Joly
Lisa Dupuis
Joyce Effinger, Chair
Lauren Rooyakkers, Council Representative
Jennifer Laporte, Library CEO
Kari Hanselman, Secretary
Kim Rose, Deputy Clerk, East Ferris

EXCUSED ABSENT: Donna St. Martin

1. **Call to Order** – Meeting called to order at 3:31 p.m.
2. **Land Acknowledgment** – Chair Effinger read the land acknowledgment.
3. **Adoption of the Agenda**

Motion No. 2025-11

Moved by Lauren Rooyakkers

Seconded by Lisa Dupuis

THAT the draft agenda circulated to the Board and dated February 3rd, 2025 be hereby adopted as amended by adding the following:

10. a) v Art and Artisan Exhibit Policy
12. a) Laptop Purchase
b) Ice Sculpture
c) Google Map
d) Policy Committee

CARRIED

4. **Accepting the Minutes of the Previous Meeting(s):**

Motion No. 2025-12

Moved by Christine Joly

Seconded by Lisa Dupuis

THAT the Minutes of the Public Library Board Meeting held January 6th, 2025 and Minutes of the Special Board Meeting of January 23rd, 2025 be adopted as circulated.

CARRIED



5. Business Arising from the Minutes: None for this session

6. Declarations of Conflict of Interest: None for this session

7. CEO Report

The CEO reviewed the February 2025 CEO Report with the Board.

Motion No. 2025-13

Moved by Lauren Rooyakkers

Seconded by Christine Joly

Motion to approve the CEO Report dated February 3rd, 2025.

CARRIED

8. Correspondence and Information – None for this session

9. Communications – None for this session

10. Action Items

a) Policy Review

i) Power Outage Policy

The Board reviewed the Power Outage Policy and accepted the amendments.

Motion No. 2025-14

Moved by Christine Joly

Seconded by Lisa Dupuis

That the Board approves the Power Outage Policy as amended.

CARRIED

ii) Inclement Weather Policy

The Board reviewed the Inclement Weather Policy. Further review is required. This Policy will be brought forward to the meeting of March 3rd, 2025.

iii) Hours of Work and Disconnecting Policy

The Board reviewed the Hours of Work and Disconnecting Policy. Further review is



required. This Policy will be brought forward to the meeting of April 7th, 2025.

iv) Meeting Room Policy

The Board reviewed the Meeting Room Policy. Further review is required. This Policy will be brought forward to the meeting of March 3rd, 2025.

v) Art and Artisan Exhibit Policy

The Board reviewed the Art and Art Exhibit Policy and accepted the amendments.

Motion No. 2025-15

Moved by Lisa Dupuis

Seconded by Christine Joly

That the Board approves the Art and Artisan Exhibit Policy as amended.

CARRIED

11. Approval of Accounts Payable and Financial Reports

Due to an technical issue with the Municipal finance system, this item will be brought forward to the meeting of March 3rd, 2025.

12. Other Business:

a) Laptop Purchase

Motion No. 2025-16

Moved by Lauren Rooyakkers

Seconded by Lisa Dupuis

That the Board approves the CEO's proposal to purchase a laptop prior to the passing of the 2025 Municipal budget.

CARRIED

b) Ice Sculpture

The Board discussed participating in the 2025 Carnival Ice Sculpture event. The CEO will invite youth and their families to participate by creating snowmen outside the library.



c) Google Map

Motion No. 2025-17

Moved by Lisa Dupuis

Seconded by Joyce Effinger

That the Board approves the appointment of Lisa Dupuis to, and the removal of Donna St. Martin from the Information Page Sub-Committee.

CARRIED

d) Policy Committee

The Board discussed the creation of a sub-committee to conduct an initial review of internal policies and procedures.

Motion No. 2025-18

Moved by Lisa Dupuis

Seconded by Lauren Rooyakkers

That the Board approves the creation of a sub-committee to conduct an initial review and make recommendations for amendments of certain policies of the Board.

CARRIED

13. Items for Council

Council representative Rooyakkers has noted some items that she will share with Council.

14. In-Camera – None for this session

15. Adjournment

Motion No. 2025-19

Moved by Lauren Rooyakkers

Seconded by Christine Joly

Motion to adjourn the meeting at 4:56 p.m. and meet again on March 3rd, 2025

CARRIED

CHAIR

RECORDING CLERK