



## **EST FERRIS PUBLIC LIBRARY BOARD MEETING**

Minutes of the Virtual Public Library Board Meeting of November 1<sup>st</sup>, 2021

**PRESENT:** Joyce Effinger  
Donna St. Martin  
Jennifer Laporte, CEO  
Kari Hanselman, Recording Clerk

Christine Joly  
Erika Lougheed, Councillor

**EXCUSED ABSENT:** Elisha Sloan-Keats

**1. Call to Order** – Meeting called to order at 4:11 p.m.

Chair Joly opened the meeting by acknowledging that the land on which we gather is the traditional territory of the Nipissing First Nation Anishnabe and this territory is covered by the Robinson-Huron and Upper Canada Treaties and the unceded, un-surrendered territory of the Anishinaabe Algonquin Nation.

**2. Adoption of the Agenda**

Motion No. 2021-54

Moved by Joyce Effinger

Seconded by Donna St. Martin

THAT the draft agenda circulated to the Board and dated November 1<sup>st</sup>, 2021 be hereby adopted as circulated.

CARRIED

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

Motion No. 2021-55

Moved by Donna St. Martin

Seconded by Joyce Effinger

THAT the Minutes of the Public Library Board Meeting held October 4<sup>th</sup>, 2021 be adopted as amended.

CARRIED

**4. Business Arising from the Minutes:** None for this session

**5. Declaration of Conflict of Interest:** None for this session



## **6. Board Reports**

### **a) CEO Report**

The library is extending their winter hours to 7:00 p.m. They are now open 11:30 a.m. through 7:00 p.m. Monday to Thursday and Saturday 9:00 a.m. to 3:00 p.m. This will not affect the budget for the year. One teacher has signed up for the Book Boxes. Capacity limits have been lifted. Proof of vaccination is only required for those attending programs. The Board discussed vaccine requirements for all patrons of the library. The library is now a drop-off location for the Callander and District Food Bank. The impromptu videos the library creates seem to get the lots of attention.

Motion No. 2021-56

Moved by Chris Joly

Seconded by Joyce Effinger

Motion to approve the CEO Report dated November 1<sup>st</sup>, 2021

CARRIED

## **7. Correspondence and Information Items:** None for this session

## **8. Communication:** None for this session

## **9. Action Items:** None for this session

## **10. Approval of Accounts Payable and Financial Reports**

Motion No. 2021-57

Moved by Donna St. Martin

Seconded Joyce Effinger

Motion to approve the accounts payables as per the Cheque Register dated September 1<sup>st</sup>, 2021 through September 30<sup>th</sup>, 2021 and the Financial Statements dated September 1<sup>st</sup>, 2021 through September 30<sup>th</sup>, 2021.

CARRIED

## **11. Other Business**

### **a) Land Acknowledgement Resolution**

Motion No. 2021-58

Moved by Erika Loughheed

Seconded Donna St. Martin

THAT the East Ferris Public Library Board shall, at the beginning of each Board meeting, acknowledge the land on which they gather includes the traditional territory of



the Nipissing First Nation Anishinaabeg covered by the Robinson-Huron and Upper Canada treaties and the unceded, un-surrendered territory of the Anishinaabe Algonquin Nation.

CARRIED

**b) Resiliency Community Fund Grant Application Update**

The Municipality has to apply on behalf of the library. Ms. Laporte has a good part of the application already drafted. The grant will be extremely competitive. CEO will share the final draft on Teams when completed. Councillor Loughheed's advice was to use their language. The deadline to submit is December 8<sup>th</sup>.

**c) Approval of Statutory Holiday List**

Ms. Laporte shared data she gathered on what statutory holidays other libraries offer to their staff. The Board agreed that as long as those wishing to research the holidays had access to information on the holiday and the week preceding the holiday, they were in favour of adding Easter Monday, National Day for Truth and Reconciliation, and Remembrance Day to the Statutory Holidays already offered.

Motion No. 2021-59

Moved by Joyce Effinger

Seconded Chris Joly

THAT the East Ferris Public Library Board approve the following Statutory Holiday Days:

|                |   |
|----------------|---|
| New Year's Day | Civic Holiday                             |
| Family Day     | National Day for Truth and Reconciliation |
| Good Friday    | Thanksgiving Day                          |
| Easter Monday  | Remembrance Day                           |
| Victoria Day   | Christmas Day                             |
| Canada Day     | Boxing Day                                |
| Labour Day     |   |

CARRIED

**d) Winter Hours**

Discussed in the CEO Report

**e) Vaccination Policy**

The Board discussed having a Vaccination Policy. The CEO will draft a vaccination



policy and present to the Board at the next meeting.

**12. In-Camera:** None for this session

**13. Adjournment**

Motion No. 2021-60

Moved by Joyce Effinger

Seconded by Donna St. Martin

Motion to adjourn the meeting at 5:05 p.m.

CARRIED

Next Regular Meeting scheduled for December 6<sup>th</sup>, 2021 at 4:00 p.m.

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CHAIR

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RECORDING CLERK



### List of Actions

|                   |  |                    |
|-------------------|--|--------------------|
| Action<br>2021-01 | Administration<br>CEO to ensure library is up to date with<br>accessibility standards<br>-Updated to include information on the law<br>and timelines | Completed          |
| Action<br>2021-02 | Administration<br>CEO to look into what is required for<br>municipal history archiving   | BF Dec2021/Jan2022 |