



## **EAST FERRIS PUBLIC LIBRARY BOARD MEETING**

Minutes of the Virtual Public Library Board Meeting of May 2<sup>nd</sup>, 2022

**PRESENT:** Joyce Effinger  
Elisha Sloan-Keats  
Kari Hanselman, Recording Clerk

Christine Joly  
Jennifer Laporte, CEO

**EXCUSED ABSENT:** Donna St. Martin, Erika Lougheed

**OTHERS IN ATTENDANCE:** None

1. **Call to Order** – Meeting called to order at 4:04 p.m.
2. **Land Acknowledgment** – Chair Joly read the land acknowledgment

3. **Adoption of the Agenda**

Motion No. 2022-30

Moved by Joyce Effinger

Seconded by Elisha Sloan-Keats

THAT the draft agenda circulated to the Board and dated May 2<sup>nd</sup>, 2022 be hereby adopted as amended. Item 12.d) Board Member Evaluations was added to the agenda.

CARRIED

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

Motion No. 2022-31

Moved by Elisha Sloan-Keats

Seconded by Chris Joly

THAT the Minutes of the Regular Public Library Board Meeting held April 4<sup>th</sup>, 2022 be adopted as circulated.

CARRIED

5. **Business Arising from the Minutes:** None for this session
6. **Declaration of Conflict of Interest:** None for this session



## **7. Board Report**

### **a) CEO Report**

Ms. Laporte reviewed the CEO Report with the Board. Updates were provided on circulation statistics and borrowing patterns. Three Ontario Parks day use passes are now available for circulation. The application to the Canada Summer Jobs program was successful. Some new programs will be offered this month. Discussions were had regarding the CEO Report reflecting the objectives in the strategic plan.

Motion No. 2022-32

Moved by Chris Joly

Seconded by Joyce Effinger

Motion to approve the CEO Report dated May 2<sup>nd</sup>, 2022.

CARRIED

## **8. Correspondence and Information Items**

Councillor Lougheed is taking a leave of absence from the Board through to June 5<sup>th</sup>.

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

## **10. Action Items**

### **a) 2021-02 - Municipal history archiving**

The Board reviewed a letter to be sent to Mayor and Council regarding the library's position on local history archiving. Ms. Laporte will update the letter and circulate to the Board for their input.

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

Motion No. 2022-33

Moved by Joyce Effinger

Seconded Elisha Sloan-Keats

Motion to approve the accounts payables as per the Cheque Register dated March 1<sup>st</sup>, 2022 through March 31<sup>st</sup>, 2022 and the Financial Statements dated March 1<sup>st</sup>, 2022 through March 31<sup>st</sup>, 2022.

CARRIED



## **12. Other Business**

### **a) Strategic Plan Discussion**

The Board discussed developing a new strategic plan. Ms. Sloan-Keats will develop a proposal for developing the new strategic plan, including a deadline for completion, and share with the Board at the June meeting. The plan can be aligned with the new term of Council.

### **b) Legacy Document Policy**

This item is still in progress.

### **c) The Library and Political Elections Policy**

The Board reviewed the policy and approved with changes.

Motion No. 2022-34

Moved by Joyce Effinger

Seconded by Elisha Sloan-Keats

THAT the East Ferris Public Library approve the Library and Political Elections Policy.

CARRIED

### **d) Board Member Evaluations**

Discussions were had regarding board member evaluations as the end of the current term is near. Ms. Sloan-Keats and Ms. Joly will share what documents they already have with each other and report back to the board in June.

## **13. In-Camera: None for this session**

## **14. Adjournment**

Motion No. 2022-35

Moved by Elisha Sloan-Keats

Seconded by Joyce Effinger

Motion to adjourn the meeting at 5:02 p.m.

CARRIED

Next Regular Meeting scheduled for June 6<sup>th</sup>, 2022 at 4:00 p.m.



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CHAIR

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RECORDING CLERK



### List of Actions

Action 2021-01	Administration CEO to ensure library is up to date with accessibility standards -Updated to include information on the law and timelines	Completed
Action 2021-02	Administration CEO to look into what is required for municipal history archiving	Ongoing
Action 2021-03	Administration CEO to communicate with the LEAD Team	Completed