

**Selwyn Public Library Board  
Regular Meeting  
Monday, January 22, 2024 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Monday, January 22, 2024 in person at the Bridgenorth Branch, Meeting Room.

Present: Board Member Donna Hayes  
Vice Chairperson Rosellen Hickey  
Board Member Barb Jinkerson  
Chairperson Andy Mitchell  
Board Member Catherine Praamsma  
Board Member Lisa Yonemitsu

Staff Present: CEO/Chief Librarian, Sarah Hennessey  
Treasurer and Recording Secretary, R. Lane Vance

Regrets: Board Member and Mayor Sherry Senis

**Declaration of Pecuniary Interest**

None.

**1. Call to Order**

The meeting was called to order by the Chairperson at 3:03 p.m.

**2. Land Acknowledgement**

The Chair delivered the Land Acknowledgement and related responsibilities contained therein.

**3. Minutes**

**Resolution No. 2024.001**

Moved by R.Hickey : seconded by L.Yonemitsu

That the minutes of the regular meeting held on November 27, 2023 be received and approved as presented.

Carried.

**4. Deputations/Invited Persons**

None.

## **5. Staff & Committee Reports**

### **a) Staff Monthly Reports**

That the following staff reports be received for received:

- i) Circulation 2023 (added - brief Financial Update)
- ii) Electronic Circulations & Interlibrary Loans 2023
- iii) 2023 Activity Report – S. Hennessey
- iv) 2023 Volunteer Hours
- v) 2023 New to You Store Revenues
  - a. Thrift Shop
  - b. Treasure Trove
- vi) CEO/Librarian – S. Hennessey with attachments.

### **b) Fundraising Sub-Committee**

That the Board receives the following report for information; and

That Board reviews and approves the New-To-You Store work plan and provides feedback; and

That Board members endorse the February patron feedback campaign; and

That the Board reviews the Board-driven fundraising suggestions/new initiatives, completes some initial investigations and report back with a goal of selecting two initiatives to undertake.

### **Resolution No. 2024.002**

Moved by C.Praamsma: seconded by D.Hayes

That the Staff Monthly Reports outlined above in 5 a i) to vi) and the Fundraising Sub-Committee report be received and approved as stated.

Carried.

## **6. Correspondence for Information and/or Direction**

None.

## **7. Other, New & Unfinished Business**

### **a) Policies**

#### **i) Policy Review and Timeline 2024**

That the Policy Review and Timeline 2024 report be received for information; and

That the proposed timeline for policy development in 2024 be approved as presented in the revised chart dated January 25, 2024.

#### **ii) Health & Safety Policy 7.0**

That the Selwyn Public Library Health & Safety Policy Statement 7.0 be reviewed; and

That the Library Board reviews the Working Alone Safety Plan and the Working Alone Hazard Assessment (attachments); and

That the Library Board review changes to the Township Health & Safety Policies 7.1 - 7.20; and

That the policy binders be updated as required.

iii) Strategic Plan Work Plan

That the Library Strategic Planning cover report and Timeline Chart be received for information and approved with additions for public consultation.

b) Approved Charges 2024 (Library and Makerspace)

That the attached charges reports be reviewed; and  
That the Board approves the 2024 Library Charges and the 2024 Makerspace Charges.

**Resolution No. 2024.003**

Moved by C.Praamsma: seconded by R.Hickey

That the above noted Policy recommendations and Updated Charges 2024 be received and approved as stated.

Carried.

**8. Next Meeting**

The next regular Library Board meeting was set for Monday February 26, 2024 at 3:00 p.m. at the Bridgenorth Branch.

**9. Adjournment**

**Resolution No. 2024.0004**

Moved by R.Hickey: seconded by L.Yonemitsu

That the meeting be adjourned. (4:22 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chairperson AM

Secretary T. J. Vance

Approval Date February 26th, 2023