

**Selwyn Public Library Board  
Regular Meeting  
Monday, March 27, 2023 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Monday, March 27, 2023 at the Lakefield Library Branch, Centennial Room.

Present: Board Member Donna Hayes  
Vice Chairperson Rosellen Hickey  
Board Member Barb Jinkerson  
Board Member and Mayor Sherry Senis  
Board Member Lisa Yonemitsu (3:03 p.m.)

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

Regrets: Chairperson Andy Mitchell  
Board Member Catherine Praamsma

**Declaration of Pecuniary Interest**

None.

**1. Call to Order**

The meeting was called to order by the Vice Chairperson at 3:02 p.m.

**2. Land Acknowledgement**

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

**3. Minutes**

**Resolution No. 2023.010**

Moved by S.Senis: seconded by B.Jinkerson

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

Carried.

**4. Deputations/Invited Persons**

None.

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

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

#### **Resolution No. 2023.011**

Moved by S.Senis: seconded by L.Yonemitsu

That the Policy Subcommittee be treated as an Ad hoc Committee as required by the CEO.

Carried.

#### **Resolution No. 2023.012**

Moved by: B.Jinkerson: seconded by: D.Hayes

That the following staff reports be received for information:

- i) Financial Statements (February 2023) – R. Lane Vance
- ii) Activity Report – S. Hennessey
  - a. February 2023 Circulation
  - b. February 2023 – Cloud Library
  - c. February 2023 - Hoopla
- iii) CEO/Librarian – S. Hennessey

Carried.

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

None.

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

### **a) Policies**

- i) Budget 1.4.1 & Financial Reports 1.4.3 (Draft)

That the Budget Policy 1.4.1 (Draft) be received; and

That the Financial Reports Policy 1.4.3 (Draft) be received; and

That the Board review the attached policies and submit any additional suggestions or recommendations for change; and

That the final policy be considered at the next regular meeting.

- ii) Causeway Treasure Trove & Ennismore Community Thrift Shop 1.4.6

That the report Causeway Treasure Trove & Ennismore Community Thrift Shop 1.4.6 (Draft) be received; and

That the Board review the attached policy and submit any additional suggestions or recommendations for change; and

That the policy be considered at the next regular meeting.

### **b) COVID 19 Vaccination Policy Statement (rescind)**

That the report of the Chief Administrative Officer of the Township of Selwyn with respect to the COVID-19, Vaccination Policy be received for information; and

That the Board rescinds the Selwyn Public Library COVID-19 Vaccination Policy Statement 7.0.2 and its corresponding attachments; and

That staff be directed to update all Policy Manuals.

c) Annual Report 2022 (Draft)

That the Draft Annual Report be received for information; and  
That the Board review the attached Annual Report and submit suggestions or recommendations for change; and  
That the Board Chair make a presentation to Council, highlighting the 2022 report on May 9th, 2023 at 1:05 pm.

d) Volunteer Dinner 2023

That the report on the Volunteer Dinner 2023 be received for information; and  
That the Board selects Jesse's Tap & Grill as the volunteer dinner caterer based on the quotes provided; and  
That the Board member's volunteer dinner tasks be endorsed as discussed.

**Resolution No. 2023.013**

Moved by B.Jinkerson: seconded by S.Senis

That the above noted New Business agenda items 7 a) – d) be received and approved as stated herein.

Carried.

**8. Next Meeting**

The next regular Library Board meeting was set for Monday April 24, 2023 at 3:00 p.m. at the Ennismore Library Branch.

**9. Adjournment**

**Resolution No. 2023.014**

Moved by L.Yonemitsu: seconded by D.Hayes

That the meeting be adjourned. (3:59 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chairperson

AM

Secretary

T. J. Smith

Approval Date

April 24, 2023