

**Selwyn Public Library Board  
Regular Meeting  
Monday, April 24, 2023 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Monday, April 24, 2023 at the Ennismore Library Branch.

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

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

**Declaration of Pecuniary Interest**

None.

**1. Call to Order**

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

**2. Land Acknowledgement**

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

**3. Minutes**

**Resolution No. 2023.015**

Moved by S.Senis: seconded by R.Hickey

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

Carried.

**4. Deputations/Invited Persons**

None.

**5. Staff & Committee Reports**

a) Staff Monthly Reports

**Resolution No. 2023.016**

Moved by: S.Senis seconded by: R.Hickey

That the Financial Statements (March 2023) from R. Lane Vance be received for information; and

That the following staff reports be received for received:

- i) Activity Report – S. Hennessey
  - a. March 2023 Circulation
  - b. March 2023 – Cloud Library
  - c. March 2023 – Hoopla
  - d. 1<sup>st</sup> Quarter Circulation Stats
  - e. 1<sup>st</sup> Quarter Programming Stats
- ii) 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 (Final)

That the Budget Policy 1.4.1 (Final) be received; and  
That the Financial Reports Policy 1.4.3 (Final) be received; and  
That the Library Board adopts Budget Policy 1.4.1 & Financial Reports Policy 1.4.3; and  
That the policy binders be updated as required.

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

That the report Causeway Treasure Trove & Ennismore Community Thrift Shop 1.4.6 (Final) be received; and  
That the Library Board adopts Causeway Treasure Trove & Ennismore Community Thrift Shop 1.4.6; and  
That the policy binders be updated as required.

### **Resolution No. 2023.017**

Moved by: R.Hickey seconded by: C.Praamsma

That the recommendations on the Final Policies noted above be approved.

Carried.

### **a) Policies**

- iii) Officers – Terms of Reference 1.1.2 (Draft)

That the report Officers - Terms of Reference 1.1.2 (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) First Quarter Work Plan**

That the 2023 Work Plan – 1st Quarter be received for information.

c) Annual Report 2022 (Final)

That the Annual Report be received for information; and  
That the Board confirms the Annual Report (Final); 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 Discussion

That the report on the Volunteer Dinner 2023 be received for information; and  
That the Board assigns outstanding volunteer dinner tasks.

e) Reciprocal Borrowing Agreement

**Resolution No. 2023.018**

Moved by L.Yonemitsu: seconded by D.Hayes

That the report on the Reciprocal Borrowing Agreement be received for information; and

That the Selwyn Public Library enters into a reciprocal borrowing agreement with the Peterborough Public Library; and

That the CEO report back in Q3

Carried.

**Resolution No. 2023.019**

Moved by R.Hickey: seconded by S.Senis

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

Carried.

**8. Next Meeting**

The next regular Library Board meeting was set for Monday May 29, 2023 at 3:00 p.m. at the Bridgenorth Community Hall.

Given the Volunteer Dinner event being held June 26, that no regular meeting be scheduled for June.

**9. Adjournment**

**Resolution No. 2023.020**

Moved by R.Hickey : seconded by B.Jinkerson

That the meeting be adjourned. (4:12 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chairperson



Secretary



Approval Date

May 29, 2023