

**Selwyn Public Library Board  
Regular Meeting  
Tuesday, September 27, 2022 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Tuesday, September 27, 2022. The Board made use of remote meeting video software which was hosted by the CEO/Chief Librarian.

Present: Councillor and Board Member Donna Ballantyne  
Chairperson Julie Dillon  
Board Member Rosellen Hickey  
Vice Chairperson Judy Hyland  
Board Member Barb Jinkerson  
Mayor and Board Member Andy Mitchell  
Board Member Anna Thompson  
Board Member Kathie Whiteley

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

Regrets: Board Member Kerri Davies

### **Declaration of Pecuniary Interest**

None.

### **1. Call to Order**

The meeting was called to order by the Chairperson at 3:05 p.m.

### **2. Land Acknowledgement**

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

### **3. Minutes**

#### **Resolution No. 2022.082**

Moved by R. Hickey: seconded by D. Ballantyne  
That the minutes of the regular meeting held on June 28, 2022 be approved as presented.

Carried.

#### **Resolution No. 2022.083**

Moved by R. Hickey: seconded by J. Hyland  
That the minutes of the special meeting held on July 18, 2022 be approved as amended.

Carried.

#### **4. Deputations/Invited Persons**

None.

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

- a) Staff Monthly Reports

##### **Resolution No. 2022.084**

Moved by D. Ballantyne: seconded by J. Hyland

That the following staff reports be received for information:

- i) Financial Statements (August 2022)
- ii) Activity Reports
  - i. Circulation Statistics (June, July, August 2022) – S. Hennessey
  - ii. Cloud Library (July, August 2022) – H. Eshikaty
  - iii. Hoopla (July, August 2022) – H. Eshikaty
  - iv. 2<sup>nd</sup> Quarter Statistics
- iii) CEO/Librarian – S. Hennessey

Carried.

#### **6. Correspondence**

- a) Fall Board Assembly Meeting

##### **Resolution No. 2022.085**

Moved by D. Ballantyne: seconded by R. Hickey

That the notes and slides from the Fall Board Assembly Meeting provided by A. Thompson be received for information.

Carried.

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

- a) Policies
  - i) Staff Use of Technology 6.1.3 (Final)

##### **Resolution No. 2022.086**

Moved by R. Hickey: seconded by K. Whiteley

That the report in regard to the Policy – Staff Use of Technology (Final) and its attachments be received; and

That the Board adopts Staff Use of Technology 6.1.3 Policy and its attachments as amended; and

That the policy binders be updated as required.

Carried.

- ii) Art Display 4.3.3 (Draft)

**Resolution No. 2022.087**

Moved by R. Hickey: seconded A. Thompson

That the report in regard to the Art Display Policy 4.3.3 (Draft) be received; and  
That the Board submits recommendations to the CEO/Chief Librarian prior to the next Board meeting.

Carried.

**Resolution No. 2022.088**

Moved by K. Whiteley: seconded J. Hyland

That the Board appoints A. Thompson and B. Jinkerson to the Art Display sub-committee; and

That a date in mid-November is set to evaluate the applications received for the monthly Art Display at the Bridgenorth Library.

Carried.

- b) Makerspace Recognition Event and Open House

**Resolution No. 2022.089**

Moved by D. Ballantyne: seconded R. Hickey

That the Makerspace Recognition Event be received for information; and  
That the Board attends the Makerspace Recognition event on October 11th at 11:00 am; and

That the Board assists with the Makerspace Open House (6:00-8:00 pm).

Carried.

- c) Legacy Document (Draft)

**Resolution No. 2022.090**

Moved by R. Hickey: seconded K. Whiteley

That the draft Legacy Document be received; and

That the Board brings their comments and suggestions to the meeting; and

That the final Legacy Document be considered at the next regular meeting.

Carried.

- d) Selwyn Public Library Board Member Job Description

**Resolution No. 2022.091**

Moved by A. Thompson: seconded by B. Jinkerson

That the Selwyn Public Library Board Member job description be received; and

That the Board adopts the Selwyn Public Library Board Member job description as amended for the 2022 Board application process.

Carried.

## **8. Next Meeting**

The next regular Library Board meeting was set for Tuesday October 18, 2022 at 3:00 p.m.. Municipal office meeting room. The November regular Library Board meeting was set for Tuesday November 15, 2022 at 3:00 p.m..

The Budget Sub-Committee meetings were set: Capital Budget - Tuesday October 4, 2022 at 1 p.m. and Operations Budget – Tuesday November 1, 2022 at 10:00 a.m. in person and at the Township office meeting room.

## 9. Adjournment

### Resolution No. 2022.092

Moved by R. Hickey: seconded by J. Hyland  
That the meeting be adjourned. (4:18 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chair Person



Secretary



Approval Date

October 18, 2022