

**Selwyn Public Library Board
Regular Meeting
Tuesday, February 22, 2022 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Tuesday, February 22, 2022. The Board made use of remote meeting video software which was hosted by the CEO/Chief Librarian.

Present: Vice Chairperson Kerri Davies

Chairperson Julie Dillon

Board Member Rosellen Hickey

Board Member Judy Hyland

Board Member Barb Jinkerson

Mayor and Board Member Andy Mitchell (arrived at 3:33 p.m.)

Board Member Anna Thompson

Board Member Kathie Whiteley

Staff Present: CEO/Chief Librarian, Sarah Hennessey

Treasurer/Recording Secretary, R. Lane Vance

Regrets: Councillor and Board Member Donna Ballantyne

Declaration of Pecuniary Interest

None.

1. Call to Order

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

p.m. **2. Election of Officers – 2022 Vice Chair**

Resolution No. 2022.013

Moved by R. Hickey: seconded by B. Jinkerson

That Judy Hyland be nominated to the position of Vice-Chairperson.

Carried

3. Land Acknowledgement

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

4. Minutes

Resolution No. 2022.014

Moved by R. Hickey: seconded by K. Whiteley

That the minutes of the regular meeting held on January 25, 2022 approved as presented.

Carried.

5. Deputations/Invited Persons

None.

6. Staff & Committee Reports

a) Staff Monthly Reports

Resolution No. 2022.015

Moved by R. Hickey: seconded by A. Thompson

That the following staff reports be received for information:

- i) Financial Statements (January 2022) R. Lane Vance
- ii) Activity Reports
 - i. Circulation Statistics (January 2022) – S. Hennessey
 - ii. Cloud Library (January 2022) – H. Eshikaty
 - iii. Hoopla (January 2022) – H. Eshikaty
- iii) CEO/Librarian – S. Hennessey

Carried.

7. Correspondence

None.

8. Other, New & Unfinished Business

a) Policies

i) Health & Safety Policy Updates

Resolution No. 2022.016

Moved by K. Davies: seconded by B. Jinkerson

That the Selwyn Public Library Health & Safety Policy updates report be received and

That the Library Board adopts all Health & Safety policies and procedures, save and except the following two attachments to 7.0.1:

• COVID-19 Policies and Procedures: Volunteer Acknowledgement • Selwyn Public Library COVID-19 Infection Prevention Procedures; and That these two documents be amended as noted and brought forward to the next regular meeting for final review.

Carried.

ii) Volunteer Policy Review

Resolution No. 2022.017

Moved by R. Hickey: seconded by K. Whiteley

That the Board receive this report for information; and

That Board Members comments on the policy sub-committee's draft volunteer policies 3.6.1 - 3.6.5 be included as amendments; and

That Board approves the related policies as amended.

Carried.

iii) Board Succession Planning

Resolution No. 2022.018

Moved by R. Hickey: seconded B. Jinkerson

That the report in regard to the Appointment and Composition of the Board 1.1.1 and Selwyn Public Library Board Succession Planning Policy 1.1.7 be received; and

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

That the Board submits recommendations to the CEO/Chief Librarian prior to the next Board meeting; and

That the final policies and job description be considered at the next regular meeting.

Carried.

iv) Library and Political Elections 4.3.3

Resolution No. 2022.019

Moved by R. Hickey: seconded A. Thompson

That the report in regard to the Library and Political Elections Policy 4.4.3 (Draft) be received; and

That the Board submits recommendations to the CEO/Chief Librarian prior to the next Board meeting; and

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

b) Volunteer Dinner Discussion

Resolution No. 2022.020

Moved by B. Jinkerson: seconded by K. Whiteley

That holding an in-person volunteer recognition event in 2022 be considered, especially the option for an outdoor event, and that this discussion be brought forward to the next regular Board meeting.

Carried.

9. Next Meeting

The next regular Library Board meeting was confirmed for Tuesday, March 29, 2022, at 3:00 p.m. via Zoom.

10. Adjournment

Resolution No. 2022.021

Moved by R. Hickey: seconded by A. Thompson

That the meeting be adjourned. (4:39 p.m.)

Carried. Respectfully submitted by: R. Lane Vance, Recording Secretary



Chair Person _____



Secretary _____

Approval Date March 29, 2022