

**Selwyn Public Library Board
Regular Meeting
Tuesday, March 29, 2022 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Tuesday, March 29, 2022. The Board made use of remote meeting video software which was hosted by the CEO/Chief Librarian.

Present: Board Member Kerri Davies
Chairperson Julie Dillon
Board Member Rosellen Hickey
Vice Chairperson Judy Hyland
Board Member Barb Jinkerson (*joined in later*)
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: 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 3:03 p.m.

2. Land Acknowledgement

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

3. Minutes

Resolution No. 2022.022

Moved by R. Hickey: seconded by K. Davies

That the minutes of the regular meeting held on February 22, 2022 approved as presented.

Carried.

4. Deputations/Invited Persons

None.

5. Staff & Committee Reports

a) Staff Monthly Reports

Resolution No. 2022.023

Moved by J. Hyland: seconded by K. Davies

That the following staff reports be received for information:

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

Carried.

Resolution No. 2022.024

Moved by R. Hickey : seconded by K. Whiteley

That the Policy Sub-Committee be requested to meet to review and discuss policies related to Makerspace.

Carried.

6. Correspondence

Resolution No. 2022.025

Moved by R. Hickey: seconded by A. Thompson

That the FOPL Small-Medium Sized Caucus meeting information; and
That the End of Mask Mandates information be received for information.

Carried.

7. Other, New & Unfinished Business

a) Policies

- i) Health & Safety Policy Updates

Resolution No. 2022.026

Moved by R. Hickey: seconded by A. Thompson

That the Selwyn Public Library Infectious Disease Outbreak Preparedness & Response Policy 7.1 attachments Selwyn Public Library COVID-19 Infection Prevention Procedures and COVID-19 Policies and Procedures: Volunteer Acknowledgement be reviewed; and

That the Library Board adopts the Township Health & Safety Policy attachments;
and

That the policy binders be updated as required.

Carried.

ii) Board Succession Planning

Resolution No. 2022.027

Moved by R. Hickey: seconded by J. Hyland

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 for information; and

That the Policy be brought back to the next regular meeting for further discussion and Board consideration.

Carried.

iii) Library and Political Elections 4.3.3

Resolution No. 2022.028

Moved by R. Hickey: seconded K. Davies

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

That staff research any existing Room Rental Policies of the Board and that the Township has in place; and

That the Policy be brought back to the next regular meeting for further discussion and Board consideration.

Carried.

iv) Acceptable Use of Equipment, Software and Networks 6.1.2 (Draft)

Resolution No. 2022.029

Moved by R. Hickey: seconded A. Thompson

That the report in regard to the Acceptable Use of Equipment, Software, and Networks 6.1.2 (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) Annual Report (Draft)

Resolution No. 2022.030

Moved by K. Whiteley: seconded by R. Hickey

That the Annual Report (Draft) be received for information; and

That the Board's review of the draft and suggestions for change be incorporated into the Final draft; and

That the Final Draft Report be brought back to the next regular Library Board meeting for approval; and

That the Board Chair make a presentation to Council, highlighting the 2021 report on May 10th, 2022 at 5:00 pm.

Carried.

c) Volunteer Dinner Discussion

Resolution No. 2022.031

Moved by R. Hickey: seconded by B. Jinkerson

That the Board volunteer recognition event items and tasks as discussed move forward; and

That the in person event to be held in June 2022, be placed on the next agenda for further Board discussion.

Carried.

8. Next Meeting

The next regular Library Board meeting was confirmed for Tuesday, April 26, 2022 at 3:00 p.m. in person. (proposed location - Centennial Room, Lakefield to be confirmed)

9. Adjournment

Resolution No. 2022.032

Moved by R. Hickey: seconded by K. Whiteley

That the meeting be adjourned. (4:47 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chair Person Julie

Secretary 

Approval Date April 26th, 2022

Signature: 
Julie Dillon 4/26/2022 12:49 EDT

Email: julie7dillon@gmail.com






03 29 2022 minutes

Final Audit Report

2022-05-02

Created:	2022-05-02
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"03 29 2022 minutes" History

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