



EAST FERRIS PUBLIC LIBRARY BOARD MEETING

Minutes of the Virtual Public Library Board Meeting of September 12th, 2022

PRESENT: Christine Joly
Erika Lougheed, Councillor
Jennifer Laporte, CEO
Kari Hanselman, Recording Clerk
Donna St. Martin
Elisha Sloan-Keats

EXCUSED ABSENT: Joyce Effinger

OTHERS IN ATTENDANCE: None

1. **Call to Order** – Meeting called to order at 4:00 p.m.
2. **Land Acknowledgment** – Chair Joly read the land acknowledgment

3. **Adoption of the Agenda**

Motion No. 2022-45

Moved by Donna St. Martin

Seconded by Erika Lougheed

THAT the draft agenda circulated to the Board and dated September 12th, 2022 be hereby adopted as circulated.

CARRIED

4. **Accepting the Minutes of the Previous Meeting(s):**

Motion No. 2022-46

Moved by Erika Lougheed

Seconded by Chris Joly

THAT the Minutes of the Regular Public Library Board Meeting held June 6th, 2022 be adopted as circulated.

CARRIED

5. **Business Arising from the Minutes:** None for this session
6. **Declaration of Conflict of Interest:** None for this session



7. Board Report

a) CEO Report

The CEO reviewed the CEO Report with the Board. The Board discussed the COVID isolation changes and the policies surrounding paid sick leave. The CEO will re-draft the paid leave section of the personnel policy after speaking with the CAO of the Municipality. The Board also passed a motion to suspend the Vaccination Policy.

Motion No. 2022-47

Moved by Elisha Sloan-Keats

Seconded by Donna St. Martin

Motion to suspend the Vaccination Policy as the Verify Ontario app is no longer available to verify vaccination status.

CARRIED

8. Correspondence and Information Items: None for this session

9. Communication

10. Action Items

Motion No. 2022-48

Moved by Chris Joly

Seconded by Elisha Sloan-Keats

Motion directing the CEO to follow up on the community survey status and report back to the Board at the October meeting (Action Item No. 2022-01)

CARRIED

11. Approval of Accounts Payable and Financial Reports

Motion No. 2022-49

Moved by Chris Joly

Seconded Erika Lougheed

Motion to approve the accounts payables as per the Cheque Register dated May 1st, 2022 through July 31st, 2022 and the Financial Statements dated May 1st, 2022 through July 31st, 2022.

CARRIED



12. Other Business

a) Board self-evaluation

Board members are to fill out and e-mail their evaluations to Chair Joly.

b) Legacy Document Policy

CEO will send Board members the draft policy to review and make comment. The Board requested the Orientation Package and Strategic Plan suggestions document form part of the Policy.

c) Strategic Plan

Discussed under item 12.b)

d) Motion – OMERS

The Board requested verification from the CEO on whether employees must complete their probation period before contributions begin.

13. In-Camera: None for this session

14. Adjournment

Motion No. 2022-50

Moved by Erika Lougheed

Seconded by Donna St. Martin

Motion to adjourn the meeting at 4:48 p.m.

CARRIED

Next Regular Meeting scheduled for October 3rd, 2022 at 4:00 p.m.

CHAIR

RECORDING CLERK



List of Actions

Action 2021-01	Administration CEO to ensure library is up to date with accessibility standards -Updated to include information on the law and timelines	Completed
Action 2021-02	Administration CEO to look into what is required for municipal history archiving	Completed
Action 2021-03	Administration CEO to communicate with the LEAD Team	Completed
Action 2022-01	Administration CEO to complete follow up of community survey status	BF Oct 3/22