



EAST FERRIS PUBLIC LIBRARY BOARD MEETING

Minutes of the Virtual Public Library Board Meeting of June 6th, 2022

PRESENT: Joyce Effinger
Elisha Sloan-Keats
Kari Hanselman, Recording Clerk

Christine Joly
Jennifer Laporte, CEO

EXCUSED ABSENT: Donna St. Martin, Erika Lougheed

OTHERS IN ATTENDANCE: None

1. **Call to Order** – Meeting called to order at 4:04 p.m.

2. **Land Acknowledgment** – Chair Joly read the land acknowledgment

3. **Adoption of the Agenda**

Motion No. 2022-36

Moved by Joyce Effinger

Seconded by Elisha Sloan-Keats

THAT the draft agenda circulated to the Board and dated June 6th, 2022 be hereby adopted as circulated.

CARRIED

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

Motion No. 2022-36

Moved by Joyce Effinger

Seconded by Chris Joly

THAT the Minutes of the Regular Public Library Board Meeting held May 2nd, 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. Updates were provided on the



status of the Strategic Plan priorities.

Motion No. 2022-38

Moved by Joyce Effinger

Seconded by Elisha Sloan-Keats

Motion to approve the CEO Report dated June 6th, 2022.

CARRIED

8. Correspondence and Information Items: None for this session

9. Communication

Chair Joly asked if there have been any communications with the LEAD Team regarding donations received at the Tradeshow. CEO advised they did receive some donations.

10. Action Items

a) 2021-02 - Municipal history archiving

This item is completed.

11. Approval of Accounts Payable and Financial Reports

Motion No. 2022-39

Moved by Chris Joly

Seconded Joyce Effinger

Motion to approve the accounts payables as per the Cheque Register dated April 1st, 2022 through April 30th, 2022 and the Financial Statements dated April 1st, 2022 through April 30th, 2022.

CARRIED

12. Other Business

a) Board self-evaluation

The sub-committee has found a self-evaluation tool and is recommending board members complete the evaluation and submit to Ms. Effinger by the September meeting.

b) Legacy Document Policy

CEO will look at the policy as it should be ready to go for the September meeting. CEO has not heard from Ms. St. Martin regarding the status of the draft policy.



c) Strategic Plan

Ms. Sloan-Keats has been preparing some documents, such as an orientation package and a list of suggestions with regards to the next strategic plan. The Board discussed the length and timelines of future plans. This item will be discussed further at the next meeting.

d) Retro Pay

Motion No. 2022-40

Moved by Joyce Effinger

Seconded by Chris Joly

THAT the East Ferris Public Library Board approves a pay increase of \$0.51 per hour for all East Ferris Public Library employees, retroactive to January 1st, 2022, except for the Library Program Coordinator who will receive an increase of \$0.54 per hour retroactive to January 1st, 2022.

CARRIED

e) STD and LTD benefits – start

Motion No. 2022-41

Moved by Joyce Effinger

Seconded by Chris Joly

THAT the East Ferris Public Library Board approves a start date of June 6th, 2022 for the CEO to begin receiving Manulife benefits.

CARRIED

f) Internet connectivity

The library was offered an opportunity where OLS will fund one-time capital expenditures related to improving internet access at the library. The Board discussed the potential increase in costs versus almost double the download speeds. The library will be reimbursed interest costs for one year over a two year agreement.

Motion No. 2022-42

Moved by Chris Joly

Seconded by Elisha Sloan-Keats

THAT the East Ferris Public Library Board accepts the offer from Ontario Library Services to fund one-time capital expenditures directly related to improving broadband internet services at the library and to enter into an agreement with OLS.

CARRIED



g) Re-approve 2022 Budget

The Board re-approved the budget as there was an administrative error with the previous resolution approving the budget.

Motion No. 2022-43

Moved by Joyce Effinger

Seconded by Elisha Sloan-Keats

THAT the 2022 East Ferris Public Library Budget be re-approved in the correct amount of \$164,919.25.

CARRIED

13. In-Camera: None for this session

14. Adjournment

Motion No. 2022-44

Moved by Joyce Effinger

Seconded by Chris Joly

Motion to adjourn the meeting at 4:58 p.m.

CARRIED

Next Regular Meeting scheduled for September 6th, 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