



## **EST FERRIS PUBLIC LIBRARY BOARD MEETING**

Minutes of the Virtual Public Library Board Meeting of December 6<sup>th</sup>, 2021

**PRESENT:** Joyce Effinger  
Donna St. Martin  
Jennifer Laporte, CEO  
Kari Hanselman, Recording Clerk

Christine Joly  
Erika Lougheed, Councillor  
Elisha Sloan-Keats

**EXCUSED ABSENT:** None

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

Chair Joly opened the meeting by acknowledging that the land on which we gather is the traditional territory of the Anishinaabeg peoples who have been the stewards of this land for thousands of years. We are grateful for the opportunity to meet here, and we thank all the generations of aboriginal peoples. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples have made, both in shaping and strengthening this community and our province and country as a whole

**2. Adoption of the Agenda**

Motion No. 2021-61

Moved by Erika Lougheed

Seconded by Joyce Effinger

THAT the draft agenda circulated to the Board and dated December 6<sup>th</sup>, 2021 be hereby adopted as amended. The agenda was amended by adding the following:

8. a) LEAD Team  
11. f) Personnel Policy

CARRIED

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

Motion No. 2021-62

Moved by Joyce Effinger

Seconded by Chris Joly

THAT the Minutes of the Public Library Board Meeting held November 1<sup>st</sup>, 2021 be adopted as circulated.

CARRIED

**4. Business Arising from the Minutes:** None for this session

**5. Declaration of Conflict of Interest:** None for this session



## **6. Board Reports**

### **a) CEO Report**

The library has updated their holiday hours. The library is collaborating with Club Action 50+ to provide books to book club members. An update from OLS advised that libraries cannot increase capacity limits by requiring proof of vaccination. Social distancing must be maintained. The Ontario Trillium Fund grant application has been submitted to Mr. Trottier for completion. The bathroom door is included in the quotes received, but is not the main focus. Ms. Laporte thanked Ms. Effinger for the donations she brought to the library through selling her art. The newsletter was mailed out on November 15<sup>th</sup>. The mandatory survey has been submitted to the province. There are many events taking place this month for patrons.

#### Motion No. 2021-63

Moved by Joyce Effinger

Seconded by Elisha Sloan-Keats

Motion to approve the CEO Report dated December 6<sup>th</sup>, 2021

CARRIED

## **7. Correspondence and Information Items: None for this session**

## **8. Communication**

### **a) LEAD Team**

It has been a year a half since the Board has had any communications with the LEAD Team. The Board agreed it would be beneficial to hear from them and find out how they are doing. Ms. Laporte had emailed the treasurer in October, but did not hear back.

#### Motion No. 2021-64

Moved by Joyce Effinger

Seconded by Chris Joly

That the CEO Communicate with the LEAD Team to request on update on their fundraising activities (Action Item 2021-03).

CARRIED

## **9. Action Items: None for this session**



## **10. Approval of Accounts Payable and Financial Reports**

Motion No. 2021-65

Moved by Joyce Effinger

Seconded Erika Lougheed

Motion to approve the accounts payables as per the Cheque Register dated October 1<sup>st</sup>, 2021 through October 31<sup>st</sup>, 2021 and the Financial Statements dated October 1<sup>st</sup>, 2021 through October 31<sup>st</sup>, 2021.

CARRIED

## **11. Other Business**

### **a) Vaccination Policy**

The names of approved vaccines were removed from Section 2.0 and the word 'temporary' was removed from Section 1.0.

Motion No. 2021-66

Moved by Donna St. Martin

Seconded Chris Joly

Motion to approve the Vaccination Policy as amended.

CARRIED

### **b) Re-approve land claim acknowledgement**

Motion No. 2021-67

Moved by Joyce Effinger

Seconded Erika Lougheed

THAT the East Ferris Public Library Board shall, at the beginning of each Board meeting, acknowledging the following:

That the land on which we gather is the traditional territory of the Anishinaabeg peoples who have been the stewards of this land for thousands of years.

We are grateful for the opportunity to meet here, and we thank all the generations of aboriginal people. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples have made, both in shaping and strengthening this community and our province and country as a whole.

CARRIED



**c) Hydro One Energizing Life Community Fund**

Ms. Laporte is looking into applying for the grant.

**d) Christmas Vouchers**

Motion No. 2021-68

Moved by Joyce Effinger

Seconded Elisha Sloan-Keats

Motion to approve the annual staff Christmas Bonus in the amount of \$50.00 per employee.

CARRIED

**e) Resilient Communities Fund update**

Discussed in CEO Report

**f) Personnel Policy**

Ms. Laporte updated the Personnel Policy with the list of approved statutory holidays from the last meeting. A typo was also corrected.

Motion No. 2021-69

Moved by Donna St. Martin

Seconded Joyce Effinger

Motion to approve the Personnel Policy as amended.

CARRIED

**12. In-Camera:** None for this session

**13. Adjournment**

Motion No. 2021-70

Moved by Donna St. Martin

Seconded by Chris Joly

Motion to adjourn the meeting at 4:59 p.m.

CARRIED

Next Regular Meeting scheduled for January 10<sup>th</sup>, 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	BF Dec2021/Jan2022
Action 2021-03	Administration CEO to communicate with the LEAD Team	BF Jan 2022