



**THE CORPORATION OF THE
MUNICIPALITY OF EAST FERRIS**

PUBLIC LIBRARY BOARD MEETING

Minutes of the Public Library Board Meeting July 30th, 2019
East Ferris Community Centre, Astorville

PRESENT: . Emily Weiskopf-Ball Joyce Effinger
Christine Joly Jennifer Laporte, CEO
Jason Trottier, CAO/Treasurer
Kari Hanselman, Recording Clerk

EXCUSED ABSENT: Erika Lougheed, Elisha Sloan-Keats

1. Call to Order – Meeting called to order at 4:00 p.m.

2. Approval of the Agenda

Motion No. 24-19

Moved by Emily Weiskopf-Ball

Seconded by Christine Joly

Motion to approve the agenda as amended by adding the following items:

-4.b) LEAD TEAM

-6.d) Motion to acknowledge the East Ferris LEAD team as an official volunteer group

-6.e) Motion to approve Unattended Children Policy

-In-camera session after item #7.

CARRIED

3. Approval of the minutes from June 11th, 2019

Motion No. 25-19

Moved by Joyce Effinger

Seconded by Christine Joly

Motion to approve the minutes from June 11, 2019.

CARRIED

4. Business Arising

a) Action Item 1903-01

Discussions were had regarding charitable status for the library. Mr. Trottier advised he will take care of the application.

b) LEAD Team

Ms. Weiskopf-Ball advised the Board of the LEAD Team's plans for their one-year anniversary event. It will be taking place on August 30th. Ms. Weiskopf-Ball also shared with the Board plans for a coffee bar at the library.

Discussions were had regarding exploring a potential expansion of the library. The Board decided to prepare a resolution of support for an expansion for the next meeting. Mr. Trottier advised he will ask municipal staff to look into the possibility of expansion at the current location.

5. Approval of Accounts Payable

Motion No. 26-19

Moved Joyce Effinger

Seconded by Emily Weiskopf-Ball

Motion to approve the accounts payables per Cheque Register date June 1st, 2019 through July 26th, 2019.

6. New Business

6.a) Motion of pay increases

Motion No. 27-19

Moved by Joyce Effinger

Seconded by Emily Weiskopf-Ball

Motion to approve pay increases of \$0.37 per hour for all East Ferris Public Library Staff, retroactive to January 1st, 2019.

CARRIED

6.b) Performance Review – Format

Ms. Joly advised the Board the CEO's last performance review was 4-5 years ago. The Board discussed having quarterly meetings as well as a yearly performance review. Ms. Effinger suggested to the Board peer reviews also be completed.

6.c) Copy of Contract

The Board was advised that the CEO's current employment contract is dated. Mr. Trottier will provide the Board with an updated Tasks List. The Board will look over CEO's contract.

6.d) Motion to acknowledge the East Ferris LEAD team as an official volunteer group

Motion No. 28-19

Moved by Joyce Effinger

Seconded by Christine Joly

Motion to acknowledge the East Ferris LEAD team as an official volunteer group for the East Ferris Public Library, and further ensure the East Ferris LEAD team fundraising activities are insured under the East Ferris Public Library insurance policy.

CARRIED

6.e)

Motion No. 29-19

Moved by Christine Joly

Seconded by Emily Weiskopf-Ball

Motion to approve the Unattended Children in the East Ferris Public Library Policy.

CARRIED

7. CEO Report

The Board reviewed the CEO Report. It was suggested a “Challenges” section be included in the report. Discussions were had regarding the public library website.

8. In-Camera

Motion No. 30-19

Moved by Christine Joly

Seconded by Joyce Effinger

That this meeting proceeds In-Camera at 5:52 p.m. in order to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

Motion No. 31-19

Moved by Joyce Effinger

Seconded by Emily Weiskopf-Ball

That we do now adjourn this In-Camera meeting at 6:22p.m. and return to our regular session.

CARRIED

9. Closing of meeting

Motion No. 32-19

Moved by Christine Joly

Seconded by Joyce Effinger

Motion to adjourn the meeting at 6:24p.m.

CARRIED

10. Next Meeting

Next meeting scheduled for September 3rd, 2019 at 4:00p.m.

CHAIR

RECORDING CLERK