



EAST FERRIS PUBLIC LIBRARY BOARD MEETING

Minutes of the East Ferris Public Library Board Meeting of May 6th, 2025
Municipal Office Council Chambers at 3:30 p.m.

PRESENT: Joyce Effinger, Chair
Christine Joly
Lisa Dupuis
Donna St. Martin
Jennifer Laporte, Library CEO
Lauren Rooyakkers, Council Representative
Kim Rose, Secretary

EXCUSED ABSENT: None

1. **Call to Order** – Meeting called to order at 3:30 p.m.
2. **Land Acknowledgment** – Chair Effinger read the land acknowledgment.
3. **Adoption of the Agenda**

Motion No. 2025-38

Moved by Donna St. Martin

Seconded by Lauren Rooyakkers

THAT the draft agenda circulated to the Board and dated May 6th, 2025 be hereby adopted as circulated.

CARRIED

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

Motion No. 2025-39

Moved by Lisa Dupuis

Seconded by Joyce Effinger

THAT the Minutes of the Public Library Board Meeting held April 1st, 2025 be adopted as circulated.

CARRIED

5. **Business Arising from the Minutes:** None for this session
6. **Declarations of Conflict of Interest:** None for this session
7. **CEO Report:**

The CEO reviewed the May 2025 CEO Report with the Board.



Motion No. 2025-40

Moved by Lauren Rooyakkers

Seconded by Christine Joly

Motion to approve the CEO Report dated May 6th, 2025.

CARRIED

8. Correspondence and Information – None for this session

9. Communications – None for this session

10. Action Items

a) Policy Review

- i) Hours of Work Policy**
- ii) Personnel Policy**
- iii) Compensation, Benefits, Vacations and Leaves Policy**
- iv) Collection Development Policy**

The Board reviewed the above four policies. The Board passed the following motions.

Motion No. 2025-41

Moved by Donna St. Martin

Seconded by Lisa Dupuis

THAT the Hours of Work Policy, the Personnel Policy and the Compensation, Benefits, Vacations and Leaves Policy as well as all other Human Resources policies be deferred to the Policy Review Sub Committee for further review; and

THAT the Sub Committee bring forward final draft policies to the September 2nd, 2025 Library Board meeting.

CARRIED

Motion No. 2025-42

Moved by Donna St. Martin

Seconded by Lauren Rooyakkers

THAT the East Ferris Library Board approves the Collection Development Policy, as amended with a final clause stating any related policies.

CARRIED

11. Approval of Accounts Payable and Financial Reports

Motion No. 2025-43

Moved by Christine Joly

Seconded by Lisa Dupuis



Motion to approve the accounts payables as per the Cheque Register dated March 1st, 2025 through March 31st, 2025 and the Financial Statements through March 31st, 2025.

CARRIED

12. Other Business: None for this session.

13. Items for Council

Lauren Rooyakkers shared a list of items that will be brought forward to Council at its next regular meeting of May 13th, 2025.

14. In-Camera (if required)

Motion No. 2025-44

Moved by Lauren Rooyakkers

Seconded by Lisa Dupuis

THAT this meeting proceeds to In-Camera session at 4:27 p.m., under Section 16.1 (4)(d) of the Public Libraries Act, 1990 in order to address a matter pertaining to labour relations or employee negotiations (Hours of Work).

CARRIED

Motion No. 2025-45

Moved by Lauren Rooyakkers

Seconded by Lisa Dupuis

THAT we do now adjourn this In-camera meeting at 4:32 p.m. and return to our regular session.

CARRIED

15. Adjournment

Motion No. 2025-46

Moved by Christine Joly

Seconded by Donna St. Martin.

Motion to adjourn the meeting at 4:32 p.m. and meet again on June 3rd, 2025.

CARRIED

CHAIR

RECORDING CLERK