

## **EAST FERRIS PUBLIC LIBRARY BOARD MEETING**

Minutes of the East Ferris Public Library Board Meeting of May 6<sup>th</sup>, 2024  
Municipal Office Council Chambers at 3:30 p.m.

**PRESENT:** Christine Joly  
Lisa Dupuis  
Joyce Effinger, Chair  
Lauren Rooyakkers, Council Representative  
Jennifer Laporte, Library CEO  
Kari Hanselman, Secretary

**EXCUSED ABSENT:** Donna St. Martin

1. **Call to Order** – Meeting called to order at 3:30 p.m.

2. **Land Acknowledgment**

3. **Adoption of the Agenda**

Motion No. 2024-28

Moved by Lauren Rooyakkers

Seconded by Chris Joly

THAT the draft agenda circulated to the Board and dated May 6<sup>th</sup>, 2024 be hereby adopted as circulated.

CARRIED

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

Motion No. 2024-29

Moved by Lisa Dupuis

Seconded by Christine Joly

THAT the Minutes of the Public Library Board Meeting held April 8<sup>th</sup>, 2024 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 report with the Board.



Motion No. 2024-30

Moved by Christine Joly

Seconded Lauren Rooyakkers

Motion to approve the CEO Report dated May 6<sup>th</sup>, 2024.

CARRIED

**8. Correspondence and Information – None for this session**

**9. Communications – None for this session**

**10. Action Items – None for this session**

**11. Approval of Accounts Payable and Financial Reports**

Motion No. 2024-31

Moved by Christine Joly

Seconded Lauren Rooyakkers

Motion to approve the accounts payable as per the Cheque Register dated March 1<sup>st</sup>, 2024 through March 31<sup>st</sup>, 2024 and the Financial Statements through March 31<sup>st</sup>, 2024.

CARRIED

**12. Other Business**

**a) Strategic Plan Review**

The Board completed their review of the 2024-2027 Strategic Plan.

Motion No. 2024-32

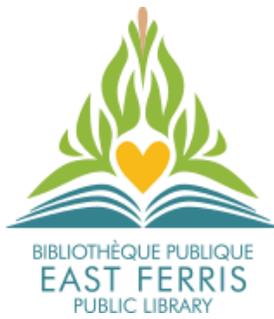
Moved by Christine Joly

Seconded Lisa Dupuis

THAT the East Ferris Public Library Board approve the following amendments to the Strategic Plan:

- change ED3 to create opportunities to engage people
- change the last point under 04 Community Development to create opportunities to engage people.

CARRIED



### **b) Review Reserve Fund Policy**

The Board approved amendments to the Reserve Policy. Discussions with the Treasurer regarding a Capital or Investment Fund will be brought forward to the next meeting.

Motion No. 2024-33

Moved by Christine Joly

Seconded by Lauren Rooyakkers

THAT the East Ferris Public Library Board approve the following amendments to the Reserve Policy:

- increase the target minimum Operating Reserve Fund to 7% of the approved Operating Budget
- increase the target minimum Technology Infrastructure Reserve Fund to 5% of the approved Operating Budget.

CARRIED

### **13. Items for Council**

Council Representative Rooyakkers has noted a few items she will share with Council.

**14. In-Camera (if required):** None for this session

### **15. Adjournment**

Motion No. 2024-34

Moved by Christine Joly

Seconded by Joyce Effinger

Motion to adjourn the meeting at 4:14 p.m. and meet again on September 9<sup>th</sup>, 2024.

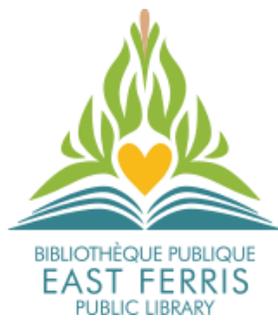
CARRIED

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CHAIR

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RECORDING CLERK



List of Actions

Action 2023-01	Board Strategic Plan	Completed
Action 2023-03	CEO Research Francophone Community Grants Program	Completed