



EAST FERRIS PUBLIC LIBRARY BOARD MEETING

Minutes of the Public Library Board Meeting of January 8th, 2024
Municipal Office Council Chambers at 3:30 p.m.

PRESENT: Christine Joly
Lisa Dupuis
Jennifer Laporte, CEO
Kari Hanselman, Secretary

Donna St. Martin
Joyce Effinger, Chair
Lauren Rooyakkers, Council Representative

EXCUSED ABSENT: Jason Trottier, Treasurer

1. Call to Order – Meeting called to order at 3:31 p.m.

2. Land Acknowledgment

3. Adoption of the Agenda

Motion No. 2024-01

Moved by Christine Joly

Seconded by Lauren Rooyakkers

THAT the draft agenda circulated to the Board and dated January 8th, 2024 be hereby adopted as circulated.

CARRIED

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

Motion No. 2024-02

Moved by Christine Joly

Seconded by Donna St. Martin

THAT the Minutes of the Public Library Board Meeting held December 4th, 2023 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. The library had 220 new memberships in 2023. The yard sale will be coming back this year.



Motion No. 2024-03

Moved by Lisa Dupuis

Seconded Donna St. Martin

Motion to approve the CEO Report dated January 8th, 2024.

CARRIED

8. Correspondence and Information Items:

a) Council Resolution – OTF Grant Work

9. Communication: None for this session

10. Action Items

a) 2023-01 (Strategic Plan)

The subcommittee reviewed the latest draft of the plan and are awaiting feedback with regards to questions that were submitted to OLS.

b) 2023-03 (Research Francophone Community Grants Program)

11. Approval of Accounts Payable and Financial Reports

Motion No. 2024-04

Moved by Lauren Rooyakkers

Seconded Christine Joly

Motion to approve the accounts payables as per the Cheque Register dated November 1st, 2023 through November 30th, 2023 and the Financial Statements through November 30th, 2023.

CARRIED

12. Other Business

a) OTF Grant Update

CEO advised that the contractor has been instructed to go ahead and purchase materials.

b) Retention Policy

This item was deferred to a future meeting when a document sharing/retention platform is established.



c) Alternative document sharing/retention platform

The Board will continue to use Teams for document sharing and policy review.

d) 2024 Budget

The Board reviewed the draft 2024 Budget.

13. Items for Council

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

14. In-Camera – CEO Performance Appraisal Results

The Board proceeded to in-camera session in order to review the CEO Performance Appraisal Results.

Motion No. 2024-05

Moved by Donna St. Martin

Seconded by Lisa Dupuis

THAT this meeting proceeds to In-Camera session at 4:57 p.m., under Section 16.1 (4)(d) of the Public Libraries Act, R.S.O. 1990, in order to address a matter pertaining to labour relations or employee negotiations regarding the CEO Performance Appraisal Results.

CARRIED

Motion No. 2024-06

Moved by Donna St. Martin

Seconded by Lauren Rooyakkers

THAT we do now adjourn this In-camera meeting at 5:08 p.m. and return to our regular session.

CARRIED

15. Adjournment

Motion No. 2024-07

Moved by Christine Joly

Seconded by Donna St. Martin

Motion to adjourn the meeting at 5:09 p.m. and meet again on February 5th, 2024 at 3:30 p.m.

CARRIED

CHAIR

RECORDING CLERK



List of Actions

Action 2023-01	Board Strategic Plan	Ongoing
Action 2023-03	CEO Research Francophone Community Grants Program	For 2024