

**Selwyn Public Library Board
Regular Meeting
Tuesday, June 28, 2022 – 2:30 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Tuesday, June 28, 2022 on site at the Lakefield Branch, Centennial room.

Present: Councillor and Board Member Donna Ballantyne
Board Member Kerri Davies
Chairperson Julie Dillon
Board Member Rosellen Hickey
Vice Chairperson Judy Hyland (arrival 3:03)
Board Member Barb Jinkerson
Mayor and Board Member Andy Mitchell
Board Member Anna Thompson
Board Member Kathie Whiteley

Staff Present: CEO/Chief Librarian, Sarah Hennessey
Treasurer/Recording Secretary, R. Lane Vance

Declaration of Pecuniary Interest

None.

1. Call to Order

The meeting was called to order by the Chairperson at 2:37 p.m.

2. Land Acknowledgement

The Chair delivered the Land Acknowledgement and related responsibilities contained therein.

3. Minutes

Resolution No. 2022.064

Moved by R.Hickey: seconded by K.Whiteley

That the minutes of the regular meeting held on May 31, 2022 approved as presented.

Carried.

4. Deputations/Invited Persons

None.

5. Staff & Committee Reports

a) Staff Monthly Reports

Resolution No. 2022.065

Moved by R.Hickey: seconded by D.Ballantyne

That the Financial Statements (May 2022) be received for information:

Carried.

Resolution No. 2022.066

Moved by K.Davies: seconded by R.Hickey

That the following staff reports be received for information:

i) Activity Reports

i. Circulation Statistics (May 2022) – S. Hennessey

ii. Cloud Library (May 2022) – H. Eshikaty

iii. Hoopla (May 2022) – H. Eshikaty

ii) CEO/Librarian – S. Hennessey

Carried.

b) Performance and Development Committee report

Resolution No. 2022.067

Moved by A.Thompson : seconded by R.Hickey

That the report of the Performance and Development Committee dated June 28, 2022 be received for information.

Carried.

Resolution No. 2022.068

Moved by D.Ballantyne : seconded by B.Jinkerson

Whereas the work of the Performance and Development Committee for 2022 has been completed, that the Committee be dissolved.

Carried.

6. Correspondence

None.

7. Other, New & Unfinished Business

a) Policies

i) Reference and Information 4.2.2 (Final)

Resolution No. 2022.069

Moved by K.Whiteley: seconded by B.Jinkerson

That the report in regard to the Policy - Reference and Information 4.2.2 (Final) and its attachments be received; and

That the Board adopts Policy 4.2.2 and its attachments as amended; and

That the policy binders be updated as required.

Carried.

ii) Staff Use of Technology 6.13 (Draft)

Resolution No. 2022.070

Moved by A.Thompson : seconded D.Ballantyne

That the report in regard to the Policy – Staff Use of Technology (Draft) be received; and

That the Board submits recommendations to the CEO/Chief Librarian prior to the next Board meeting; and

That the final policy be considered at the next regular meeting.

Carried.

iii) Makerspace Policies (Draft)

Resolution No. 2022.071

Moved by R.Hickey: seconded K.Davies

That the report in regard to the Makerspace Policies (Draft) be received; and

That the Board submits recommendations to the CEO/Chief Librarian prior to the next Board meeting; and

That the final policy be considered at the next regular meeting.

Carried.

b) Makerspace Branding

Resolution No. 2022.072

Moved by R.Hickey : seconded K.Davies

That the Branding Strategy developed by Strexer Harrop Consulting Group be received for information; and

That the Board approves logo B with font from C - all in blue.

Carried.

Resolution No. 2022.073

Moved by R.Hickey: seconded D.Ballantyne

That the CEO provide Board feedback to Strexer Harrop and request an updated Branding Package and supporting comments, given Board resolution 2022.072.

Carried.

c) 2023 Ad Hoc Budget Committee Appointment

Resolution No. 2022.074

Moved by R.Hickey: seconded A.Thompson

That the report on the 2023 Ad Hoc Budget Committee Appointment be received for information; and

That the Board selects B.Jinkerson to participate on the 2023 Ad Hoc Budget Committee along with the Chair, D.Ballantyne Councillor representative and staff; and

That the Board requests the Committee to convene meetings as required and make the required budget recommendations at the Board's October and November meetings.

Carried.

d) Shamrock Festival

Resolution No. 2022.075

Moved by K.Whiteley: seconded by B.Jinkerson

That the report in regard to Board member supports and the Shamrock Festival 2022 be received for information.

Carried.

e) Volunteer Appreciation

Resolution No. 2022.076

Moved by R.Hickey: seconded by B.Jinkerson

That the Volunteer Appreciation report be received for information.

Carried.

8. Next Meeting

The summer meeting recess was confirmed and the next regular Library Board meeting was set for Tuesday, September 27, 2022 at 3:00 p.m. with tentative plans for an in-person meeting, location to be confirmed by the CEO.

9. Adjournment

Resolution No. 2022.077

Moved by R.Hickey: seconded by K.Davies

That the meeting be adjourned. (4:21 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chair Person

Secretary

Approval Date

September 27, 2022