Selwyn Public Library Board
Regular Meeting
Monday, May 25, 2026 – 3:30 P.M.

The regular meeting of the Selwyn Public Library Board was held on Monday, May 25, 2026 in person at the Bridgenorth Branch, Library Meeting room.

Present:	Board Member Donna Ballantyne Board Member Donna Hayes Board Member Barb Jinkerson Chairperson Andy Mitchell Board Member and Mayor Sherry Senis Deputy Chairperson Catherine Praamsma Board Member Lisa Yonemitsu (arrived at 3:36 p.m.)
Staff Present:	CEO/Chief Librarian, Sarah Hennessey Treasurer and Recording Secretary, R. Lane Vance

Declaration of Pecuniary Interest

None.

1. Call to Order

The Chairperson called the meeting to order at 3:30 p.m..

2. Land Acknowledgement

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

3. Minutes

Resolution No. 2026.015
Moved by S. Senis: seconded by B.Jinkerson
That the minutes of the regular meeting held on April 27, 2026 be received and approved as circulated.

Carried.

4. Deputations/Invited Persons

None.

5. Staff & Committee Reports

a) Staff Monthly Reports

That the following staff reports be received for information:

i) Financial Statement (April 2026) – R. Lane Vance
ii) Circulation, April 2026
iii) CEO/Librarian Report – S. Hennessey

6. Correspondence for Information and/or Direction

a) Board Assembly Meeting

That the Board Assembly meeting information from May 13, 2026 be received for information.

7. Other, New & Unfinished Business

a) Policy

i) 4.3.1 Programming Policy (Final)

That the 4.3.1 Programming Policy (Final) be received for information; and
That the Board adopts policy 4.3.1; and
That the policy binders be updated as required.

b) Board Succession

i) 1.1.1 Board Appointment & Composition (Draft) and
ii) 1.1.7 Selwyn Public Library Board Succession Planning Policy (Draft)

That the Appointment and Composition of the Board Policy 1.1.1 and Selwyn Public Library Board Succession Planning Policy 1.1.7 be received; and
That the Selwyn Public Library Board Member job description be received; and
That the Board submits recommendations to the CEO/Chief Librarian prior to the next Board meeting; and
That the final policies and job description be considered at the next regular meeting.

c) Volunteer Dinner Update

That the report on the Volunteer Dinner 2026 be received for information; and
That Board members who haven't already, contribute $40 to the cost of flowers; and
That Board members confirm their attendance.

d) Elvis Fundraiser Update

That the Board receives the following report for information, inclusive of an updated performer fee to cover lighting; and
That the Board determines where they will promote and post flyers; and
That Board members confirm with CEO they can provide in-person support on the day of the event.

e) 2024 Audited Financial Statements

That the report regarding the 2024 Audited Financial Statements be received for information; and
That the Board receives and approves the Financial Statements for the year ended December 31, 2024 as completed by Baker Tilly KDN LLP Chartered Accountants.

f) CEO Performance Appraisal

That the report be received for information; and
That the Board appoints D.Ballantyne to sit with existing evaluation committee members; and
That the evaluation committee conducts the annual CEO performance evaluation; and
That the Performance and Development sub-committee meets on June 29, 2026 at 3:00 and on July 8, 2026 at 3:00 to review the CEO's performance over the past year.

Resolution No. 2026.016
Moved by S.Senis: seconded by D.Ballantyne
That the above noted recommendations included in item 5. Staff & Committee Reports, 6. Correspondence and 7. Other, New and Unfinished Business be received and approved as stated.

Carried.

8. Next Meeting

The next regular Library Board meeting was set for Monday, June 22, 2026, at 3:30 p.m. Bridgenorth Branch.

The Fundraising Sub-Committee meeting will be called following the results of a Doodle Poll organized by the CEO/Librarian.

9. Adjournment

Resolution No. 2026.017
Moved by B.Jinkerson: seconded by D.Hayes
That the meeting be adjourned. (5:10 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chairperson ____

Secretary ____

Approval Date ____