**Selwyn Public Library Board**

**Regular Meeting**

**Monday, November 25, 2024 – 3:30 P.M.**

The regular meeting of the Selwyn Public Library Boardwas held on Monday, October 28, 2024 in person at the Bridgenorth Branch, Library Meeting room.

Present: Board Member Donna Hayes

Vice Chairperson Rosellen Hickey

Board Member Barb Jinkerson

Chairperson Andy Mitchell

Board Member and Mayor Sherry Senis

Board Member Catherine Praamsma

Staff Present: CEO/Chief Librarian, Sarah Hennessey

Treasurer and Recording Secretary, R. Lane Vance

Regrets: Board Member Lisa Yonemitsu

**Declaration of Pecuniary Interest**

None.

**1. Call to Order**

The Chairperson called the meeting to order at 3:24 p.m.

**2. Land Acknowledgement**

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

**3. Minutes**

**Resolution No. 2024.034**

Moved by R.Hickey: seconded by B.Jinkerson

That the minutes of the regular meeting held on October 28, 2024, be received and approved as presented.

Carried.

**4. Deputations/Invited Persons**

None.

**5. Staff & Committee Reports**

1. Staff Monthly Reports

That the following staff reports be received for information:

1. October 2024 Financial Statement (R. Lane Vance)
2. Circulation (September 2024)
3. Circulation (October 2024)
4. ILLO Update – H. Jamieson
5. CEO/Librarian – S. Hennessey with attachments.

**6. Correspondence for Information and/or Direction**

That the report of the Board Assembly on November 13, 2024 from C.Praamsma be received for information.

**7. Other, New & Unfinished Business**

1. Policies
2. Makerspace Policy 4.5.1

That the draft policy 4.5.1 Makerspace Policy report and attachments be received; and

That the Board review the attached policy with attachments and submit any additional suggestions or recommendations for change; and

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

1. 2025 Library Operational Capital Budget

That the 2025 Library Operating Budget report be received for information: and

That the 2025 Library Operating budget package recommended by the Library Ad Hoc budget committee be approved as presented: and

That the approved 2025 Library budget package be forwarded to the Township Treasurer to be incorporated into the 2025 Township Budget presentations.

1. Strategic Planning/RFP Update

That the Board receives this RFP update for information; and

That the Board provides feedback on the proposed RFQ; and

That the Board approves the subcommittee’s recommendation to distribute an RFQ to local consultants.

1. Community Anthology Review

That the Board receives Community Anthology Update for information; and

That the Board appoints Rosellen Hickey to sit on the Anthology Project working group.

1. Work Plan 2025 (Final)

That the report be received; and

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

That the Board adopts the 2025 Work Plan as amended.

1. OLA Superconference 2025

That Board members review the OLA Super Conference schedule of events; and

That the Board advise the CEO by November 29 if they would like to attend the conference, either in person or virtually.

1. Volunteer Christmas Social

That the Board receives the Volunteer Christmas Social update for December 9th for information; and

That the Board confirms their wishes to host a Makerspace Holiday drop-in on December 16th for Council and Board members.

**Resolution No. 2024.035**

Moved by R.Hickey : seconded by C.Praamsma

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**

No meeting will be scheduled in December 2024. The next regular Library Board meeting was set for Monday January 27, 2025, at 3:30 p.m. Bridgenorth Branch.

**9. Adjournment**

**Resolution No. 2024.036**

Moved by R.Hickey: seconded by S.Senis

That the meeting be adjourned. (4:19 p.m.)

Carried.

Respectfully submitted by: R. Lane Vance, Recording Secretary

Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approval Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_