

**Selwyn Public Library Board  
Regular Meeting  
Monday, January 22, 2024 – 3:00 P.M.**

The regular meeting of the Selwyn Public Library Board was held on Monday, January 22, 2024 in person at the Bridgenorth Branch, Meeting Room.

Present: Board Member Donna Hayes  
Vice Chairperson Rosellen Hickey  
Board Member Barb Jinkerson  
Chairperson Andy Mitchell  
Board Member Catherine Praamsma  
Board Member Lisa Yonemitsu

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

Regrets: Board Member and Mayor Sherry Senis

**Declaration of Pecuniary Interest**

None.

**1. Call to Order**

The meeting was called to order by the Chairperson at 3:03 p.m.

**2. Land Acknowledgement**

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

**3. Minutes**

**Resolution No. 2024.001**

Moved by R.Hickey : seconded by L.Yonemitsu

That the minutes of the regular meeting held on November 27, 2023 be received and approved as presented.

Carried.

**4. Deputations/Invited Persons**

None.

## 5. Staff & Committee Reports

### a) Staff Monthly Reports

That the following staff reports be received for received:

- i) Circulation 2023 (added - brief Financial Update)
- ii) Electronic Circulations & Interlibrary Loans 2023
- iii) 2023 Activity Report – S. Hennessey
- iv) 2023 Volunteer Hours
- v) 2023 New to You Store Revenues
  - a. Thrift Shop
  - b. Treasure Trove
- vi) CEO/Librarian – S. Hennessey with attachments.

### b) Fundraising Sub-Committee

That the Board receives the following report for information; and

That Board reviews and approves the New-To-You Store work plan and provides feedback; and

That Board members endorse the February patron feedback campaign; and

That the Board reviews the Board-driven fundraising suggestions/new initiatives, completes some initial investigations and report back with a goal of selecting two initiatives to undertake.

### **Resolution No. 2024.002**

Moved by C.Praamsma: seconded by D.Hayes

That the Staff Monthly Reports outlined above in 5 a i) to vi) and the Fundraising Sub-Committee report be received and approved as stated.

Carried.

## 6. Correspondence for Information and/or Direction

None.

## 7. Other, New & Unfinished Business

### a) Policies

- i) Policy Review and Timeline 2024

That the Policy Review and Timeline 2024 report be received for information; and

That the proposed timeline for policy development in 2024 be approved as presented in the revised chart dated January 25, 2024.

- ii) Health & Safety Policy 7.0

That the Selwyn Public Library Health & Safety Policy Statement 7.0 be reviewed; and

That the Library Board reviews the Working Alone Safety Plan and the Working Alone Hazard Assessment (attachments); and

That the Library Board review changes to the Township Health & Safety Policies 7.1 - 7.20; and

That the policy binders be updated as required.

