

Regular Meeting– April 23, 2018

A regular meeting of the Perth and District Union Public Library Board was held on Monday, Monday April 23, 2018 at 5:30p.m.

In attendance were:

Erika Heesen, CEO
John Gemmell, Deputy Mayor, Town of Perth, **Chair**
Jennifer Dickson, Councillor, Tay Valley
Ted Parkinson, Drummond/North Elmsley
George Sachs, Councillor, Drummond/North Elmsley
Richard Morris, Town of Perth
John Kalbfleisch, Drummond/North Elmsley
Lynda Kanelakos, Town of Perth
Elliott Neumann, Tay Valley

Regrets:

Lynn Marsh, Secretary-Treasurer
Carol Rigby, Tay Valley

John Gemmell called the meeting to order at 5:30 p.m.

Declaration of interest - none

Approval of previous minutes

18-25 The minutes of March 19th meeting approved as amended with a motion from Jennifer Dickson and seconded by Richard Morris.

Carried.

Additions and approval of agenda

18-26 The agenda was approved with the adjustment to address the auditor’s report and Honeywell discussion first with a motion from Ted Parkinson and seconded by George Sachs.

Carried.

Delegations - Allan & Company to present draft audited financial statements

18-27 The Board moves to accept the audited financial statements as information with a motion from Lynda Kanelakos and seconded by Ted Parkinson.

Carried.

18-28 The Board moves that the \$29, 254.34 identified as the Honeywell “project management cost” in the Town of Perth’s 2017 invoice be paid by the library from the capital reserve and a letter sent to Perth Council. Motioned by Jennifer Dickson and seconded by John Kalbfleisch.

Carried.

CEO's Report

18-29 The April 2018 CEO's report was received with a motion by Ted Parkinson and seconded by Elliott Neumann.

Carried.

Financial Report

18-30 The March 2018 monthly financial report with a motion by Jennifer Dickson and seconded by Richard Morris.

Carried.

Correspondence and communications

- a. News articles
- b. Ontario Budget – MTCS letter and OPLA/FOPL press release
- c. Letter from Smiths Falls Public Library Board – deferred to May meeting
- d. Correspondence from Town of Perth

Advocacy Reports

- Lynda spoke with her neighbours about library services.
- Richard has been working on fundraising for the summer literacy program and spoke to a number of people.
- George organized the Little League registration which recently took place at the library, bringing over 50 people in.
- Jennifer spoke with a resident about the Book Hub project.
- Ted spoke to friends about eBooks and eAudiobooks available from the library.

Committee reports

- a. Fundraising committee report

18-31 The April 2018 fundraising committee report was received with a motion by George Sachs and seconded by Jennifer Dickson.

Carried.

- b. Policy committee report

18-32 The April 2018 policy committee report was received with a motion by Ted Parkinson and seconded by Richard Morris.

Carried.

- c Negotiations

18-33 The memorandum of settlement was approved with a motion by John Gemmell and seconded by Elliott Neumann.

Carried.

- d. SOLS Trustee Report (Ted Parkinson)

- the trustees discussed libraries in the region
- \$970,000 was spent on the Pakenham library branch renovations
- Many libraries experience similar challenges. Hard to get people into the library
- Discussion regarding service contracts, which are negotiated board to board
- Discussion regarding bookmobiles and other services methods

18-34 The SOLS Trustee Report was received with a motion by Ted Parkinson and seconded by John Kalbfleisch.

Carried.

Ted Parkinson left the meeting at 7:30pm.

Policy Review

- a. 2.D-7 Library Staff Code of Ethics
- b. 2.E-2 Community space
- c. 2.G-7 Membership
- d. 3.C Collection Development Plan

18-35 Updated Policies 2.D-7, 2.E-2 and 2.G-7 and Plan 3.C were approved with a motion from Jennifer Dickson and seconded by Richard Morris.

Carried

- e. 3.G Advocacy Plan (including Board Workplan)

Deferred to next Board meeting.

Upcoming Meeting dates

Property committee Monday May 7 at 6pm
Library Board meeting Monday May 28 at 5:30pm
Policy committee Monday June 11 at 5:30pm
Fundraising committee date tbd

18-36 Motion to adjourn moved by Elliott Neumann at 7:47 pm

Chairperson

Secretary-Treasurer