

Regular Meeting– November 20, 2017

A regular meeting of the Perth and District Union Public Library Board was held on Monday, Monday November 20, 2017 at 5:30p.m.

In attendance were:

John Gemmell, Deputy Mayor, Town of Perth, **Chair**

Erika Heesen, CEO

Lynn Marsh, Secretary-Treasurer

Jennifer Dickson, Councillor, Tay Valley

Richard Morris, Town of Perth

Carol Rigby, Tay Valley

Ted Parkinson, Drummond/North Elmsley

George Sachs, Councillor, Drummond/North Elmsley

John Kalbfleisch, Drummond/North Elmsley

Lynda Kanelakos, Town of Perth

Jim Higginson, Tay Valley

John Gemmell called the meeting to order at 5:32 p.m.

Declaration of interest - none

Approval of previous minutes

17-75 The minutes of October 16th meeting approved with a motion from Richard Morris and seconded by Jennifer Dickson.

Carried.

Additions and approval of agenda

Delegations - none

CEO's Report

17-76 The November 2017 CEO's report was received with a motion by John Kalbfleisch and seconded by Carol Rigby.

Carried.

Financial Report

17-77 The October 2017 monthly financial report was received with a motion by Ted Parkinson and seconded by Jennifer Dickson.

Carried.

Correspondence and communications

- a. News articles

Advocacy Reports

Lynda is working on the website.

Richard visited the Kemptville Library.

Carol took the info-graphic bookmarks to the North Lanark Community Health Centre.
Carol's neighbor baked for the Friends bake sale.
George used the library facilities for his little league AGM preparations.
Jennifer took the bookmarks to her council and will be taking them to the Women of the
Tay rehearsal.
Ted Parkinson attended the Trustee Council meeting.

Committee reports

- a. Policy Committee Report – November 13th

17-78 The policy committee report was received with a motion by Lynda Kanelakos and seconded by George Sachs.

Carried.

Policy Review

- a. 2.D-2 Rights of the Employee
- b. 2.D-8 Workplace Violence and Harassment
- c. 2.B-5 Risk Management
- d. 3.G Advocacy Plan and Board work plan

Policy 2.B-5 Risk Management is going back to the policy committee. The Advocacy board work plan will be reviewed in January.

17-79 Updated Policies 2.D-2, 2.D-8 and 3.G (Advocacy Plan portion) were approved with a motion from George Sachs and seconded by John Kalbfleisch.

Carried

Unfinished/New Business

- a. Truth and Reconciliation and the Library report – referred to the policy committee to review.
- b. Fundraising committee membership – need 2 board members for quarterly meetings. Board to get back to Erika.
- c. CEO performance evaluation – Carol to update forms and pick dates. Committee as constituted by policy 2.D-4 to meet in December.
- d. Trustee Council Meeting report

17-80 The Trustee Council Meeting Report from Ted was received with a motion from Ted Parkinson and seconded by Lynda Kanelakos.

Carried

Upcoming dates

Fundraising Committee – Monday, December 11 @ 5:30pm
Library Board Meeting – Monday, December 18 @ 5:30pm
Policy Committee – Monday, February 12 @ 5:30 pm
Property Committee – Monday, March 12 @ 6:00 pm

17-81 Motion to adjourn moved by Jim Higginson at 6:55 pm.

Chairperson

Secretary-Treasurer