

Regular Meeting– December 18, 2017

A regular meeting of the Perth and District Union Public Library Board was held on Monday, Monday December 18, 2017 at 5:30p.m.

In attendance were:

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

Erika Heesen, CEO

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

Jim Higginson, Tay Valley

Regrets:

Lynn Marsh, Secretary-Treasurer

Lynda Kanelakos, Town of Perth

John Gemmell called the meeting to order at 5:37 p.m.

Declaration of interest - none

Approval of previous minutes

17-82 The minutes of November 20th meeting approved as amended with a motion from Ted Parkinson and seconded by Richard Morris.

Carried.

Additions and approval of agenda

- Add Furnace update to be given to the board in January

Delegations - none

CEO's Report

17-83 The December 2017 CEO's report was received with a motion by Jennifer Dickson and seconded by Richard Morris.

Carried.

Financial Report

17-84 The November 2017 monthly financial report was received with a motion by John Kalbfleisch and seconded by Ted Parkinson.

Carried.

Correspondence and communications

- a. News article – Book Hub project
- b. Library Day report – OLA & FOPL

Advocacy Reports

- Richard starting on corporate fundraising for the library's Summer Literacy Program.
- Carol has been posting information from the library on our community bulletin board, and making sure her husband Bruce, on the Community Foundation, is well informed about everything that is going on. Also providing support for the Book Hub for Tay Valley, under discussion as to location at the moment, and communicating details to a neighbour who might set up a volunteer one for our road association.
- Jim is looking for some training on advocacy.
- Jennifer working on fundraising and mentioned it at a social gathering.
- Ted Parkinson continuing with his coffee group and has asked Coutts to hand out Library info. Ted also remarked on a good piece on Lake 88 regarding the Summer Literacy Program.

Committee reports – none

Verbal fundraising report - Erika started initial fundraising push and set up an account with Canada Helps. Jennifer, Richard, Lynda, John Erika and Ketsia are the current fundraising committee.

Policy Review - none

Unfinished/New Business

- a. 2018 Board Meeting Dates
 - January 15
 - February 26 (change due to Family Day)
 - March 19
 - April 16
 - May 28 (change due to Victoria Day)
 - June 18
 - September 17
 - October 15
 - November 19

No December meeting due to municipal elections

- b. library re-accreditation report – meeting 100% of all mandatory guidelines and 97% of overall guidelines. Board discussed the value of the accreditation, especially as an advocacy tool.

Action Item: Staff to work on a Programming Plan.

- c. CEO performance evaluation

17-85 Motion to go in-camera to discuss an identifiable individual. Moved by Jennifer Dickson and seconded by Ted Parkinson.

Carried

17-86 Motion to go out-of-camera by Jennifer Dickson and seconded by George Sachs

Carried.

17-87 Motion: The Board unanimously supports the evaluation of the CEO Evaluation Committee. Moved by Richard Morris and seconded by John Kalbfleisch.

Carried.

Action item: Request for a blank copy of the PA form. Carol Rigby to send on.

Upcoming dates

Fundraising committee Monday January 8 at 5:30pm
Library Board meeting Monday January 15 at 5:30pm
Policy committee Monday February 12 at 5:30pm
Property committee Monday March 12 at 6pm

17-88 Motion to adjourn moved by George Sachs.

Chairperson

Secretary-Treasurer