

Regular Meeting– September 28th, 2020

A regular meeting of the Perth and District Union Public Library Board was held on Monday, September 28th at 5:30p.m.

In attendance were:

E Heesen, **CEO**
C Rigby, Tay Valley, **Chair**
L Marsh, **Secretary-Treasurer**
J Matheson, Councillor, Drummond/North Elmsley
S Murray, Drummond/North Elmsley
T Parkinson, Drummond/North Elmsley
D Palmer, Tay Valley
R Rainer, Councillor, Tay Valley

In attendance via video conference were:

C James, Town of Perth

Regrets:

A Duchesne, Town of Perth
L Cameron, Councillor, Town of Perth

C Rigby called the meeting to order at 5:35 p.m.

Declaration of interest – none

Additions and approval of agenda – addition of 9.e. Formal thank you to J Hansen
20-51 The agenda was approved as amended with a motion from S Murray and seconded by D Palmer.

Carried.

Delegations

- a. Carole Fuller, Allan and Partners

C Fuller presented the history behind the requirement of the PSAS Budget. She also went through the PSAS budget details to provide better understanding.

20-52 The 2020 PSAS Budget was accepted with a motion from S Murray and seconded by D Palmer.

Carried.

Consent Agenda

- a. Approval of Minutes of June 15, 2020
- b. Statement of Operations
- c. Correspondence and Communications
 - i. News Articles
- d. Committee Reports
 - i. Property Committee report

20-53 The Consent agenda was accepted with a motion by R Rainer and seconded by S Murray.

Carried.

CEO's Report – E Heesen presented and discussed the September CEO's Report.
20-54 The CEO report was accepted with a motion by T Parkinson and seconded by J Matheson.

Carried.

Advocacy Reports

J Matheson reported that the DNE little library is not seeing much activity these days.

S Murray reported that she sent information materials to the Otty Lake Association's annual meeting, which was distributed to its members via email.

T Parkinson reported that he sent information materials to the Farren Lake Association's annual meeting, which was distributed to its members via email. Ted also continues to talk about the library services to his friends and family, including highlighting the Kanopy service this month.

Action Item: E Heesen to look at updating the information hand outs to include information directed at those who have little or no information about the library.

D Palmer has been reminding friends of the modified hours and services available.

C Rigby continued posting materials on the bulletin boards in her area and reported that the little library box has not seen much activity. She also worked on the staffing proposals.

Policy Review - none

Unfinished and New Business

a. Staff restructuring proposal – E Heesen presented the details of the proposal

20-55 Motion to approve Phase 1 of the Staff Restructuring proposal. Moved by J Matheson and seconded by S Murray.

Carried.

b. Draft 2021 Budget

20-56 Motion to approve the 2021 Draft Budget as presented. Moved by J Matheson and seconded by S Murray.

Carried.

c. Pandemic Stages – operational update.

E Heesen updated the board on the pandemic stages and plans in place.

d. 2019 Annual Report

20-57 Motion to approve the 2019 Annual Report as amended. Moved by R Rainer and seconded by T Parkinson.

Carried.

e. Motion from Board

20-58 Motion for the board to express its thanks to J Hansen for her work as Interim CEO from October 2019 to September 2020. During this period she faced a number of significant challenges and the Board appreciates her dedication and creative solutions in providing continuing excellent library service to our community. Moved by D Palmer and seconded by S Murray.

Carried.

Upcoming Meeting dates

- a. Policy committee Monday, October 5 at 5:30
- b. Board Meeting Monday, October 19 at 5:30
- c. Property committee Monday, November 9 at 5:00

20-59 Motion to adjourn moved by J Matheson at 7:09pm.

Chairperson

Secretary-Treasurer