

Regular Meeting– March 15th, 2021

A regular meeting of the Perth and District Union Public Library Board was held on Monday, March 15th at 5:30pm via video conference.

In attendance were:

E Heesen, **CEO**
C Rigby, Tay Valley, **Chair**
L Marsh, **Secretary-Treasurer**
R Rainer, Councillor, Tay Valley
J Matheson, Councillor, Drummond/North Elmsley
J Fenik, Mayor, Town of Perth
S Murray, Drummond/North Elmsley
T Parkinson, Drummond/North Elmsley
D Palmer, Tay Valley
C James, Town of Perth
D Hamilton-Foley, Town of Perth

C Rigby called the meeting to order at 5:31 p.m.

Land/Territory Acknowledgement

Declaration of interest – none

Additions and approval of agenda

21-18 The agenda was approved as amended with a motion from S Murray and seconded by J Fenik.

Carried.

Delegations

- a.** B Argue, Executive Director, EcoPerth. gave a summary of the proposal from EcoPerth to have the library take over the ownership of the solar panels located on the roof.
- b.** J Rothwell, Allan and Partners (auditors) presented the 2020 draft audited financial statements.

Consent Agenda

- a. Approval of Minutes of February 22, 2021.
- b. Correspondence and Communications
 - i. News - YourTV interview with Kathy Botham:
<https://www.yourtv.tv/node/299261?c=smiths-falls>
 - ii. Resignation – Cathy James
- c. Committee Reports
 - i. Property Committee minutes
 - ii. Policy Committee minutes
- d. Statement of Operations

21-19 The Consent agenda was accepted with a motion by S Murray and seconded by D Palmer.

Carried.

CEO's Report – E Heesen presented and discussed the January CEO's Report.

21-20 The CEO report was accepted with a motion by T Parkinson and seconded by D Palmer.

Carried.

Advocacy Round Table

Topic: What does "value" mean to you?

Discussion ensued. The concept of library value will form part of the Board advocacy workshop in April.

Policy Review

- a. 2.C-3 Tangible Capital Assets
- b. 2.E-1 Safety, Security and Emergency
- c. 2.G-13 Resource Sharing and Collaboration
- d. 3.B Financial Plan
- e. 3.G Advocacy Plan

21-21 Policies 2.C-3, 2.E-1, 2.G-13, 3.B and 3.G were accepted with a motion by D Hamilton-Foley and seconded by D Palmer.

Carried.

- f. Notice of Motion: 1.A-1 Procedural Bylaw – received as notice of motion.

Unfinished and New Business

- a. Solar system proposal – EcoPerth.

21-22 Motion to accept the proposal from EcoPerth and assume the contract with Hydro One Networks. Motion by R Rainer and seconded by D Hamilton-Foley.

Carried.

Action item: E Heesen to provide the board with the insurance rider amount once she receives it.

- b. 2020 Audit

21-23 Motion to move the \$50,028 surplus to reserves divided as follows: \$9,221.97 to the literacy reserve with the plan to transfer that amount to the Perth & District Community Foundation in 2021, \$15,000 to the Capital Reserve and \$25,806.03 to the Contingency Reserve. Motion by S Murray and seconded by D Hamilton-Foley.

Carried.

- c. Advocacy Letter – federal cuts to accessible book production. The board's proposed advocacy letter to our MP, Scott Reid was discussed, and some editorial changes were suggested. There was further discussion to have the respective council representatives ask their councils to also review and send letters.

21-24 Motion to approve the letter in principle. Moved by S Murray and seconded by J Fenik.

Carried.

Action item: E. Heesen will table the final letter as sent with the correspondence at the next regular Board meeting.

d. 2021 CEO Workplan

21-25 Motion to accept the report as information. Moved by D Palmer and seconded by J Matheson.

Carried.

e. Format of board meeting package distribution.

21-26 Motion to begin a 2 month trial of having the board package sent as 1 document. Moved by J Matheson and seconded by D Palmer.

Carried.

Upcoming Meeting dates

- a. Policy committee Monday, April 12 at 5:30
- b. Board Advocacy workshop Monday April 19 at 5:30
- c. Property committee Monday, May 10 at 4:30
- d. Board Meeting Monday, May 17 at 5:30

21-27 Motion to adjourn moved by S Murray at 7:41pm.

Chairperson

Secretary-Treasurer