

Regular Meeting– May 17th, 2021

A regular meeting of the Perth and District Union Public Library Board was held on Monday, May 17th 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

D Hamilton-Foley, Town of Perth

S Giff, Town of Perth

Observer – W Shatner, Friends of the Library

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

Land/Territory Acknowledgement

Declaration of interest – none

Additions and approval of agenda

21-33 The agenda was approved as amended with a motion from T Parkinson and seconded by D Palmer.

Carried.

Welcome and introductions for S Giff, new board member representing the Town of Perth.

Delegations - none

Consent Agenda

- a. Approval of Minutes of April 19, 2021.
- b. Correspondence and communications
 - i. News
 - ii. Advocacy letter re: CELA cuts
- c. Committee Reports
- d. Statement of Operations

21-34 The Consent agenda was accepted with a motion by S Murray and seconded by D Hamilton-Foley.

Carried.

CEO's Report – E Heesen presented and discussed the May CEO's Report. R Rainer introduced the idea of changing the format of the CEO's report.
Action Item: CEO will present report in point form and bullets next month

21-35 The CEO report was accepted with a motion by J Fenik and seconded by D Palmer. Carried.

Advocacy Round Table

In a follow up to last month's advocacy workshop, E Heesen presented the revised new Appendix A – Communicating the library's value, and Appendix B – Advocacy Board workplan.

21-36 Motion to adopt these Appendices as additions to the Advocacy Plan. Motion by J Fenik and seconded by S Murray.

Carried.

Policy Review

- a. Motion: 1.A-1 Procedural Bylaw

21-37 Motion to approve amendments to Procedural Bylaw 1.A1. Motion by S Murray and seconded by T Parkinson.

Carried.

Unfinished and New Business

- a. Expenditure report - the CEO reported on some unforeseen expenditures in accordance with the procurement policy.

21-38 Motion to accept the expenditure report as information. Moved by D Hamilton-Foley and seconded by D Palmer.

Carried.

- b. Strategic planning/agility plan proposals - The library board reviewed proposals to assist with the development of the library's next strategic plan.

21-39 Motion that the library board approve Jeff Kohl's quote to assist with the development of the library's new strategic/agility plan at the proposed cost of \$5,250 (excluding HST), with the total being funded from the contingency reserve. Moved by J Fenik and seconded by S Giff.

Carried.

- c. Appointment of new board member to committee.

21-40 Motion to appoint S Giff to the policy committee. Moved by T Parkinson and seconded by D Hamilton-Foley.

Carried.

Upcoming Meeting dates

- a. Policy committee Monday, June 07 at 5:30
- b. Board Meeting Monday, June 21 at 5:30
- c. Property committee Monday, September 13 at 4:30

21-41 Motion to adjourn moved by D Hamilton-Foley at 6:24pm.

Chairperson

Secretary-Treasurer