

## **Minutes - Regular Meeting– Feb 27<sup>th</sup>, 2023**

A regular meeting of the Perth and District Union Public Library Board was held on Monday, February 27<sup>th</sup> at 4:30pm in-person.

In attendance were:

T Langford, Tay Valley **Chair**

J Hansen, **Interim CEO**

L Marsh, **Secretary-Treasurer**

P Coutts, Councillor, Drummond/North Elmsley

A Kendrick, Councillor, Tay Valley

G Waterfield, Councillor, Town of Perth

D Hamilton-Foley, Town of Perth

P Mertins, Town of Perth

T Parkinson, Drummond/North Elmsley

Regrets:

L Logan, Drummond/North Elmsley

D Palmer, Tay Valley

T Langford called the meeting to order 4:31 p.m.

### **Land/Territory**

**Declaration of interest** – none.

### **Additions and approval of agenda**

**23-07 The agenda was accepted as presented with a motion from T Parkinson and seconded by P Mertins.**

**Carried.**

**Delegations** – none.

### **Consent Agenda**

- a. Approval of Minutes of January 16, 2023
- b. Correspondence and communications
  - i. none
- c. Committee Reports
  - i. Property Committee minutes (A. Kendrick updated the matrix information orally)
- d. Statement of Operations

**23-08 The Consent agenda was accepted, with minor secretarial changes noted, with a motion by G Waterfield and seconded by A Kendrick.**

**Carried.**

**CEO's Report** – J Hansen presented and discussed the February CEO's report.

**23-09 The CEO report was accepted with a motion by D Hamilton-Foley and seconded by P Coutts.**

**Carried.**

## **Advocacy Round Table**

- a. OLA and FOPL's joint 2023 Ontario Pre-Budget Submission – J Hansen presented this as information

## **Policy Review - none**

## **Unfinished and New Business**

- a. Photo of new Board for website/press release – taken at end of meeting
- b. Statement of Operations – December 2022 draft – review by L Marsh. Board gave direction to separate insurance and audit expense as well as rename firehall lease to firehall expenses.
- c. Voting on Property Committee's recommendation re: Request for Quotation – Library Garden Phase 2

**23-10 Motion to accept the recommendation of the property committee and to award the contract to Greenstone Landscape Design. Motion by A Kendrick and seconded by T Parkinson.**

**Carried.**

- d. CEO performance evaluation summary (E Heesen, 2022)

**23-11 Motion to move in camera at 5:13 pm moved by G Waterfield and seconded by T Parkinson.**

**Carried.**

**23-12 Motion to move out of camera at 5:25 pm moved by G Waterfield and seconded by T Parkinson.**

**Carried.**

**23-13 Motion to accept the 2022 Performance Appraisal Committee's recommendation to accept the performance appraisal and that the CEO be granted her annual pay increment, retroactive to January 1, 2023. Moved by T Parkinson and seconded by A Kendrick.**

**Carried.**

**Action item: J Hansen to provide Board with the copy of blank assessment document for information purposes.**

## **Upcoming Meeting dates**

- a. Policy committee Monday March 6 at 4:00 pm
- b. Board meeting Monday March 20 at 4:30 pm

**23-14 Motion to adjourn moved by D Hamilton-Foley at 5:29 pm.**

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**Chairperson**

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**Secretary-Treasurer**