

Minutes - Regular Board Meeting– October 16th, 2023

A regular meeting of the Perth and District Union Public Library Board was held on Monday, October 16th at 4:30pm, in person with 1 member joining via video conference.

In attendance via video conference were:

T Langford, Tay Valley **Chair**

In attendance were:

E Heesen, **CEO**

L Marsh, **Secretary-Treasurer**

P Coutts, Councillor, Drummond/North Elmsley

G Waterfield, Councillor, Town of Perth

D Hamilton-Foley, Town of Perth

L Logan, Drummond/North Elmsley

A Kendrick, Councillor, Tay Valley

P Mertins, Town of Perth

Regrets:

T Parkinson, Drummond/North Elmsley

D Palmer, Tay Valley

T Langford called the meeting to order 4:33 p.m.

Land/Territory Acknowledgement

Declaration of interest – none.

Additions and approval of agenda

23-36 The agenda was accepted as amended to include item D in New and Unfinished Business with a motion from D Hamilton-Foley and seconded by P Mertins.

Carried.

Delegations- none

Consent Agenda

- a. Approval of Minutes of June 19, 2023
- b. Correspondence and communications
 - i. news
- c. Committee Reports
 - i. Property Committee minutes

The Statement of Operations was removed from the consent agenda.

23-37 The Consent agenda, as amended, was accepted with a motion by A Kendrick and seconded by G Waterfield.

Carried.

Statement of Operations – September

23-38 The Statement of Operations was accepted with a motion by P Coutts and seconded by G Waterfield.

Carried.

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

23-39 The CEO report was accepted with a motion by L Logan and seconded by P Coutts.
Carried.

Advocacy Round Table

- a. Community Survey Oct/Nov 2023 – E Heesen circulated a sign-up sheet with various locations for Board members to choose from if they wish to help. Several flyers were also distributed with the survey QR code.

Policy Review - none

Unfinished and New Business

- a. 2024 Board meeting dates – E Heesen distributed a document with the 2024 meeting dates.
- b. CEO performance appraisal committee – E Heesen distributed policy 2.D-4 and the CEO job description for reference. She also discussed the process.

23-40 Motion to strike the ad-hoc committee of the CEO performance appraisal committee. Moved by L Logan and seconded by D Hamilton-Foley.

Carried.

- c. 2024-25 agility plan – working group and timeline – E Heesen presented the process and action plan for the 2024-25 agility plan. D Hamilton-Foley, P Mertins and P Coutts volunteered to be part of the working group.
- d. Friends of the Library meeting debrief. The Board discussed how they felt the meeting and appreciation tea went. All who attended agreed that it went well, and it was agreed that it should be an annual event. A spring BBQ for the staff and the Friends was also discussed and it was agreed that it should be moved forward to a spring Board meeting for planning.

Upcoming Meeting dates

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

23-3541 Motion to adjourn moved by D Hamilton -Foley at 5:25 pm.

Chairperson

Secretary-Treasurer