

Minutes - Regular Board Meeting– April 15th, 2024

A regular meeting of the Perth and District Union Public Library Board was held on Monday, April 15th at 4:30pm, in person.

In attendance were:

E Heesen, **CEO**

T Langford, Tay Valley **Chair**

L Marsh, **Secretary-Treasurer**

P Coutts, Councillor, Drummond/North Elmsley

G Waterfield, Councillor, Town of Perth

L Logan, Drummond/North Elmsley

P Mertins, Town of Perth

T Parkinson, Drummond/North Elmsley

D Hamilton-Foley, Town of Perth

Regrets:

D Palmer, Tay Valley

A Kendrick, Councillor, Tay Valley

T Langford called the meeting to order 4:32 p.m.

Land/Territory Acknowledgement

Declaration of interest – none.

Additions and approval of agenda

24-18 The agenda was accepted with a motion from T Parkinson and seconded by D Hamilton-Foley.

Carried.

Delegations- K Mahon from KPMG LLP presented the 2023 Draft Audited Financial Statement and answered any questions from the Board.

Consent Agenda

- a. Approval of Minutes of March 18, 2024
- b. Correspondence and communications
 - i. News
 - ii. Designated Substance Review Report – CM3 (REVISED)
- c. Committee Reports
 - i. Policy Committee Minutes – April
- d. Statement of Operations

24-19 The Consent agenda was accepted with a motion by G Waterfield and seconded by D Hamilton-Foley.

Carried.

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

24-20 The CEO report was accepted with a motion by P Mertins and seconded by P Coutts. Carried.

Advocacy Round Table

OLS Governance Hub: [Creating Value by Linking to Municipal Priorities](#)

Policy Review

- a. 2.B-1 Board Code of Ethics
- b. 2.D-8 Workplace Violence and Harassment

24-21 Policies 2.B-1 and 2.D-8 were accepted as submitted with a motion by T Parkinson and seconded by P Coutts.

Carried.

Unfinished and New Business

- a. CEO performance appraisal committee – The appraisal for interim CEO J Hansen has been completed, the report has been finalized. All that remains is to present the feedback.
- b. 2023 Audited Financial Statement

24-22 Motion to approve the 2023 audited financial statement and allocate the 2023 operating surplus to the Contingency Fund. Moved L Logan and seconded by T Parkinson.

Carried.

- c. Friends Appreciation event – G Waterfield proposed an informal event to thank the Friends of the Library.

24-23 Motion to host an event with the Board and the Friends of the Library with a budget of up to \$100. Moved G Waterfield and seconded by D Hamilton-Foley.

Carried.

Action Item: G Waterfield to speak to the Friends new Chair about dates. E Heesen to set up a doodle poll to

Upcoming Meeting dates

- a. Policy Committee Monday April 8 at 4:00 pm
- b. Board meeting Monday April 15 at 4:30 pm
- c. Property Committee Monday May 13 at 5pm

24-17 Motion to adjourn moved by P Mertins at 4:57 pm.

Chairperson

Secretary-Treasurer