

Minutes - Regular Board Meeting– March 17th, 2025

A regular meeting of the Perth and District Union Public Library Board was held on Monday, March 17th at 4:30pm, in person and via video conference.

In attendance were:

T Langford, Tay Valley **Chair**

E Heesen, **CEO**

L Marsh, **Secretary-Treasurer**

P Coutts, Councillor, Drummond/North Elmsley

G Waterfield, Councillor, Town of Perth

D Palmer, Tay Valley

P Mertins, Town of Perth

D Hamilton-Foley, Town of Perth

L Logan, Drummond/North Elmsley

T Parkinson, Drummond/North Elmsley

Via Video conference:

K Jordan, Councillor, 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

25-11 The agenda was accepted as amended with a motion from T Parkinson and seconded by D Palmer.

Carried.

Delegations

J Rothwell from KPMG presented the draft audited financial statements to the Board.

Consent Agenda

- a. Approval of Minutes of February 10, 2025
- b. Correspondence and communications
 - i. News
 - ii. BIA Strategic Plan – Phase 1 Update
- c. Committee Reports
 - i. Property Committee minutes - 2025-03-03
- d. Statement of Operations

25-12 The Consent agenda was accepted with a motion by T Parkinson and seconded by P Coutts.

Carried.

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

25-13 The CEO report was accepted with a motion by D Hamilton-Foley and seconded by P Mertins.

Carried.

Advocacy Round Table

- a. OLS Governance Hub Board Resources - Year 3 – Assessment & Planning – Performance Measurement - <https://resources.olservice.ca/assessing-and-planning-for-the-future/performance-measurement>

Policy Review - none

Unfinished and New Business

- a. 2024 Library Audit

25-14 Motion to approve the 2024 audited financial statement and allocate the 2024 operating surplus as follows. \$14,057 to the Reserve for Contingency and \$15,876 to the Reserve for Literacy Program. Moved by G Waterfield and seconded by D Hamilton-Foley.

Carried.

- b. Solar Panel Reserve – withdraw funds to partially cover 2024 repairs.

25-15 Motion to withdraw \$3000 from the Reserve for Solar Panel to partially cover the repairs completed in 2024. Moved by D Palmer and seconded by L Logan.

Carried.

- c. Literacy Reserve – transfer funds to Children's Literacy Fund and Perth & District Community Foundation

25-16 Motion to transfer \$24,936 to the Children's Literacy Fund at Perth & District Community Foundation from the Reserve of Literacy Program. Moved by T Parkinson and seconded by P Coutts.

Carried.

Upcoming Meeting dates

- a. CEO performance appraisal committee TBD
- b. Indigenous Advisory Circle, March 26 at 1:00pm
- c. Policy Committee Monday April 7 at 4:00 pm
- d. Board meeting Monday April 14 at 4:30 pm
- e. Property Committee Monday May 5 at 5:00 pm

25-17 Motion to adjourn moved by D Hamilton-Foley at 5:13 pm.

Chairperson

Secretary-Treasurer