

Minutes - Regular Board Meeting– May 12th, 2025

A regular meeting of the Perth and District Union Public Library Board was held on Monday, May 12th at 4:30pm, in person and via video conference.

In attendance were:

E Heesen, **CEO**

L Marsh, **Secretary-Treasurer**

P Coutts, Councillor, Drummond/North Elmsley

G Waterfield, Councillor, Town of Perth

D Palmer, Tay Valley

D Hamilton-Foley, Town of Perth

L Logan, Drummond/North Elmsley

T Parkinson, Drummond/North Elmsley

P Mertins, Town of Perth

Via Video conference:

T Langford, Tay Valley **Chair**

K Jordan, Councillor, Tay Valley

Regrets:

T Parkinson, Drummond/North Elmsley

T Langford called the meeting to order 4:36 p.m.

Land/Territory Acknowledgement

Declaration of interest – none.

Additions and approval of agenda

25-25 The agenda was accepted as amended with a motion from L Logan and seconded by D Palmer.

Carried.

Delegations – none.

Consent Agenda

- a. Approval of Minutes of April 14, 2025
- b. Correspondence and communications
 - i. News
 - ii. Invitation to premiere of Lanark County Voices...There's a Place for Me Here (Queer Connection Lanark documentary) May 15 at 7pm
- c. Committee Reports
 - i. Property Committee minutes - 2025-05-05
- d. Statement of Operations

25-26 The Consent agenda was accepted with a motion by D Palmer and seconded by D Hamilton Foley.

Carried.

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

25-27 The CEO report was accepted with a motion by P Mertins seconded by D Palmer.
Carried.

Advocacy Round Table

- a. OLS Governance Hub Board Resources - Year 3 – Assessment & Planning – Board Self-Evaluation - <https://resources.olservice.ca/assessing-and-planning-for-thefuture/selfeval>

Policy Review – none.

Unfinished and New Business

a. Award of Proposal for RFP-2025-02 – Abatement of Asbestos on Library Second Floor,
25-28 Motion to approve the Award for Proposal for RFP-2025-02, Abatement of Asbestos on Library Second Floor, to Environmental Contracting Services. Moved by P Coutts and seconded by D Hamilton-Foley.

Carried.

b. Award for Proposal for RFP-2025-03 – Installation of Flooring on Library Second Floor
25-29 Motion to approve the Award for Proposal for RFP-2025-03, Installation of Flooring on Library Second Floor, to Westport Flooring. Moved by D Hamilton-Foley and seconded by G Waterfield.

Carried.

- c. Contingency Reserve Request.

25-30 Motion to move \$1000 from the Contingency Reserve to the operating funds for ASIT Training for the library 'person in charge' staff. Moved by L Logan and seconded by D Hamilton-Foley.

Carried.

Upcoming Meeting dates

- a. Policy Committee Monday June 2 at 4:00 pm
- b. Board meeting Monday June 16 at 4:30 pm
- c. Indigenous Advisory Circle Monday June 25 at 1:00 pm
- d. Property Committee Monday August 18 at 5:00 pm

25-31 Motion to adjourn moved by D Hamilton-Foley at 5:06 pm.

Chairperson

Secretary-Treasurer