



Perth East Public Library

Regular Meeting of the Board

Tuesday, January 10, 2023

6:00PM

Perth East Public Library

MEETING MINUTES

Board Members Present: Laura Hallahan (Chair), Mark Steffen (Vice-Chair), Diann Davidson, Allie Fallis, Jeremy Matheson, Patrick Minor, Jerry Smith

Staff Present: Kendra Roth (CEO)

Regrets:

1. CALL TO ORDER

Chairperson, Laura Hallahan, called the meeting to order at 6:01PM

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2023 – 01 Motion – THAT the Agenda be approved noting any additions, changes or deletions.

Moved by J. Matheson

Seconded by A. Fallis

CARRIED.

3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof

There were no declarations of pecuniary interest.

4. MINUTES OF PREVIOUS MEETING

2023 – 02 Motion - THAT the minutes of the Regular Board Meeting of December 13, 2022 be approved as circulated.

Moved by J. Smith

Seconded by M. Steffen

CARRIED.

5. BUSINESS ARISING FROM MINUTES OF December 13, 2022.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

No correspondence.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

K. Roth gave a brief overview of the revenue and expense lines.

2023 – 03 Motion – THAT the un-audited December year-to-date reports be received as information.

Moved by P. Minor

Seconded by D. Davidson
CARRIED.

8.2 Accounts Payable

2023 – 04 Motion – THAT the December informal listing of Accounts Payable be received as information.

Moved by D. Davidson
Seconded by A. Fallis
CARRIED.

9. CEO'S REPORT

9.1 CEO's Report

2023 – 05 Motion – THAT the CEO's report be received as information.

Moved by J. Matheson
Seconded by M. Steffen
CARRIED.

10. COMMITTEE REPORTS

10.1 Finance Committee

10.2 Personnel Committee

10.3 Strategic Planning Committee

10.4 PCIN Board

10.5 SOLS Trustee Council 3

10.6 Council Report - verbal report from J. Smith & J. Matheson: First 2023 Budget meeting is scheduled for Tuesday, January 17, 2023.

2023 – 06 Motion – THAT the verbal reports provided by members of the committees to PEPL Board be received for information purposes,

Moved by P. Minor
Seconded by M. Steffen
CARRIED.

11. BOARD EDUCATION

12. CLOSED SESSION

13. BUSINESS ARISING FROM CLOSED SESSION

14. NEW BUSINESS

14.1 Board Game Policy

2023 – 07 Motion – THAT the Board Game Policy be accepted as revised.

Moved by D. Davidson
Seconded by A. Fallis
CARRIED.

14.2 Nintendo Switch Lending Policy

2023 – 08 Motion – THAT the PEPL Board approve and officially adopt the Nintendo Switch Lending policy.

Moved by J. Smith
Seconded by P. Minor
CARRIED.

14.3 Board Job Description

2023 – 09 Motion – THAT the PEPL Board Job Description be accepted as revised.

Moved by D. Davidson
Seconded by A. Fallis
CARRIED.

14.4 2023 Budget

2023 – 10 Motion – THAT the 2023 Budget for the library be forwarded, as presented, to Council for consideration.

Moved by A. Fallis
Seconded by P. Minor
CARRIED.

15. **ADJOURNMENT** – Next meeting is Tuesday, February 14, 2023 at 7:30PM

2023 – 11 Motion – THAT the Perth East Public Library Board adjourn at 6:29PM

Moved by D. Davidson
Seconded by M. Steffen
CARRIED.

PEPL Board Chair

PEPL Board Secretary

Date

Date