



Perth East Public Library

Regular Meeting of the Board

Tuesday, January 9, 2024

5:30PM

Perth East Public Library

MEETING MINUTES

Board Members Present: Laura Hallahan (Chair), Mark Steffen (Vice-Chair), Allie Fallis, Patrick Minor

Staff Present: Laura Bere (Interim CEO)

Regrets: Diann Davidson, Jeremy Matheson, Jerry Smith

1. CALL TO ORDER

Chairperson, Laura Hallahan, called the meeting to order at 5:42PM

2. ADDITIONS TO and APPROVAL OF THE AGENDA

Meeting time for February was changed to 5:45pm.

2024 – 01 Motion – THAT the Agenda be approved noting any additions, changes or deletions.

Moved by M. Steffen

Seconded by P. Minor

CARRIED.

3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof

There were no declarations of pecuniary interest.

4. MINUTES OF PREVIOUS MEETING

2024 – 02 Motion - THAT the minutes of the Regular Board Meeting of December 12, 2023 be approved as circulated.

Moved by A. Fallis

Seconded by M. Steffen

CARRIED.

5. BUSINESS ARISING FROM MINUTES OF December 12, 2023.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

[7.1 Water Leak Update](#)

[7.2 Community Pantry Donation Email](#)

2024 – 03 Motion – THAT the correspondence be received as information.

Moved by A. Fallis

Seconded by M. Steffen

CARRIED.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2024 – 04 Motion – THAT the un-audited December year-to-date reports be received as information.

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

8.2 Accounts Payable

2024 – 05 Motion – THAT the December informal listings of Accounts Payable be received as information.

Moved by M. Steffen
Seconded by A. Fallis
CARRIED.

9. CEO'S REPORT

9.1 CEO's Report

2024 – 06 Motion – THAT the CEO's report be received as information.

Moved by A. Fallis
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

No Reports

11. BOARD EDUCATION

12. NEW BUSINESS

12.1 Special Collection Lending Policy

2024 – 07 Motion – THAT the Special Collection Lending Policy be reviewed and adopted, replacing individual lending policies (OP-23, OP-24, OP-25, OP-27, OP-28, and OP-29).

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

13. ADJOURNMENT – Next meeting is Tuesday, **February 13, 2024 at 5:45PM**

2024 – 08 Motion – THAT the Perth East Public Library Board adjourn at 6:12PM

Moved by A. Fallis
Seconded by M. Steffen
CARRIED.

PEPL Board Chair, Laura Hallahan

PEPL Board Secretary, Laura Bere

Date

Date