



Perth East Public Library

Regular Meeting of the Board

Tuesday, December 12, 2023

5:30PM

Perth East Public Library

MEETING MINUTES

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

Staff Present: Laura Bere (Interim CEO)

Regrets: Patrick Minor

1. CALL TO ORDER

Chairperson, Laura Hallahan, called the meeting to order at 5:33PM

2. ADDITIONS TO and APPROVAL OF THE AGENDA

The last minute addition of Cyber Insurance Quote to Correspondence was noted and accepted.
2023 – 124 Motion – THAT the Agenda be approved noting any additions, changes or deletions.

Moved by J. Matheson

Seconded by M. Steffen

CARRIED.

3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof

There were no declarations of pecuniary interest.

4. MINUTES OF PREVIOUS MEETING

2023 – 125 Motion - THAT the minutes of the Regular Board Meeting of November 14, 2023 be approved as circulated.

Moved by A. Fallis

Seconded by J. Smith

CARRIED.

5. BUSINESS ARISING FROM MINUTES OF November 14, 2023.

2023 – 126 Motion – THAT the revised Snowshoe Lending Policy be approved

Moved by A. Fallis

Seconded by J. Matheson

CARRIED.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

2023 – 127 Motion – THAT PEPL moves forward with the cyber insurance quote provided by Stratford Public Library, in the event that the Township of Perth East discontinues their coverage of the library in the 2024 budget.

Moved by J. Smith

Seconded by A. Fallis

CARRIED.

2023 – 128 Motion – THAT the correspondence be received as information.

Moved by P. Minor

Seconded by D. Davidson

CARRIED.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2023 – 129 Motion – THAT the un-audited November year-to-date reports be received as information.

Moved by M. Steffen

Seconded by J. Smith

CARRIED.

8.2 Accounts Payable

2023 – 130 Motion – THAT the November informal listings 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 – 131 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 – J. Smith shared that Council was having their second budget meeting December 12, 2023

2023 – 132 Motion – THAT the verbal reports provided by members of the committees to PEPL Board be received for information purposes.

Moved by A. Fallis

Seconded by M. Steffen

CARRIED.

11. **BOARD EDUCATION**

12. **NEW BUSINESS**

No new business.

13. **ADJOURNMENT** – Next meeting is Tuesday, **January 9, 2023** at **5:30PM**
2023 – 133 Motion – THAT the Perth East Public Library Board adjourn at 6:05PM
Moved by J. Smith
Seconded by J. Matheson
CARRIED.

PEPL Board Chair, Laura Hallahan

PEPL Board Secretary, Laura Bere

Date

Date