

Perth East Public Library

Regular Meeting of the Board

Tuesday, December 10, 2024

5:45PM

Perth East Public Library

MEETING MINUTES

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

1. CALL TO ORDER

Chairperson, Laura Hallahan, called the meeting to order at 5:47PM

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2024 – 93 Motion – THAT the Agenda be approved noting any additions, changes or deletions.

Moved by M. Steffen

Seconded by A. Fallis

CARRIED.

3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof

4. MINUTES OF PREVIOUS MEETING

2024 – 94 Motion - THAT the minutes of the Regular Board Meeting of November 12, 2024 be approved as circulated.

Moved by J. Smith

Seconded by D. Davidson

CARRIED.

5. BUSINESS ARISING FROM MINUTES OF November 12, 2024.

5.1 2025 Operational Budget – Version 2

2024 – 95 Motion – THAT the Perth East Public Library Board receive the report prepared by the CEO, titled 2025 Operational Budget – Versions 2, dated December 10, 2024 for information,

AND THAT the revised budget be forwarded, as presented, to Council for consideration.

Moved by D. Davidson

Seconded by A. Fallis

CARRIED.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

7.1 Young Canada Works 2025-2026 Campaign

7.2 OLS Connectivity Grant

2024 – 96 Motion – THAT the correspondence be received as information.

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

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2024 – 97 Motion – THAT the un-audited November year-to-date reports be received as information.

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

8.2 Accounts Payable

2024 – 98 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

2024 – 99 Motion – THAT the CEO's report be received as information.

Moved by D. Davidson
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

D. Davidson and K. Roth gave an update from the PCIN Board meeting, and highlighted the conversation around the service contract with Perth South, the PCIN Strategic Plan goals, and PCIN potentially drafting a new agreement for record purposes.

J. Smith shared comments on the Budget Advisory Committee Meeting from November 12th, and highlighted the second Budget Advisory Committee Meeting was being held on December 10th.

2024 – 100 Motion – THAT the verbal reports provided be members of PEPL Board Committees to PEPL Board be received as information.

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

11. BOARD EDUCATION

There was no Board Education.

12. CLOSED SESSION

There was no closed session.

13. BUSINESS ARISING FROM CLOSED SESSION

14. NEW BUSINESS

14.1 Public Art Display Policy

2024 – 101 Motion – THAT the Public Art Display Policy be reviewed and adopted, noting any revision.

Moved by A. Fallis

Seconded by P. Minor

CARRIED.

14.2 Board Member – Jeremy Matheson

2024 – 102 Motion – THAT Jeremy Matheson remain a member of the Perth East Public Library Board.

Moved by M. Steffen

Seconded by A. Fallis

CARRIED.

15. ADJOURNMENT – Next meeting is Tuesday, **January 14, 2025** at **5:45PM**

2024 – 103 Motion – THAT the Perth East Public Library Board adjourn at 6:13PM

Moved by J. Smith

Seconded by M. Steffen

CARRIED.

PEPL Board Chair, Laura Hallahan

PEPL Board Secretary, Kendra Roth

Date

Date