



Perth East Public Library

Regular Meeting of the Board

Tuesday, April 11, 2023

7:30PM

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), Laura Bere (Interim CEO)

Regrets:

Chair, Laura Hallahan introduced Laura Bere, Interim CEO, to the Board. Board members introduced themselves.

1. CALL TO ORDER

Chairperson, Laura Hallahan, called the meeting to order at 7:30PM

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2023 – 38 Motion – THAT the Agenda be approved noting any additions, changes or deletions. Addition of "Board Meeting Times."

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

Moved by D. Davidson

Seconded by P. Minor

CARRIED.

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

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

[7.1 FOPL Updates](#)

2023 – 40 Motion – THAT the correspondence be received as information.

Moved by J. Smith

Seconded by A. Fallis

8. FINANCE REPORTS

[8.1 Year-to-Date Reports](#)

2023 – 41 Motion – THAT the un-audited March year-to-date reports be received as information.

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

8.2 Accounts Payable

2023 – 42 Motion – THAT the March informal listing of Accounts Payable be received as information.

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

9. CEO'S REPORT

9.1 CEO's Report

2023 – 43 Motion – THAT the CEO's report be received as information.

Moved by J. Matheson
Seconded by A. Fallis
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: 2023 budget was approved at March 21, 2023 Council meeting.

2023 – 44 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

11.1 Library Board – CEO Relationship

12. CLOSED SESSION

Pursuant to section 16.1 4(d) of the Public Libraries Act, 1990

- *labour relations or employee negotiations*

2023 – 45 Motion – THAT the Perth East Public Library move into closed session at 7:59PM for the purpose(s) of: Exceptions Pursuant to Section 16.1 4(d) of the Public Libraries Act

Labour relations or employee negotiations

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

2023 – 46 Motion – THAT the Perth East Public Library rise from closed session at 8:11PM and reconvene to the Regular Meeting of the Board.

Moved by P. Minor

Seconded by D. Davidson
CARRIED.

J. Matheson left the board meeting at 8:11PM.

13. BUSINESS ARISING FROM CLOSED SESSION

14. NEW BUSINESS

[14.1 Accessibility in the Library Policy](#)

2023 – 47 Motion – THAT the Accessibility in the Library Policy be accepted as revised.

Moved by A. Fallis
Seconded by J. Smith
CARRIED.

[14.2 Human Resources Policy](#)

2023 – 48 Motion – THAT the Perth East Public Library Board approve and officially adopt the Human Resources Policy.

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

[14.3 Health and Safety Policy](#)

2023 – 49 Motion – THAT the Perth East Public Library Board approve and officially adopt the Health and Safety Policy.

Moved by D. Davidson
Seconded by P. Minor
CARRIED.

[14.4 Board Meeting Times](#)

Board Chair proposed adjusting the board meeting time from 7:30PM to 5:00PM. Board Members discussed preferred meeting times.

2023 – 50 Motion – THAT the Perth East Public Library Board adjust the board meeting time from 7:30PM to 5:30PM on a trial basis for three months (May-July 2023).

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

15. ADJOURNMENT – Next meeting is Tuesday, **May 9, 2023** at **5:30PM**

2023 – 51 Motion – THAT the Perth East Public Library Board adjourn at 8:23PM

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

PEPL Board Chair, Laura Hallahan

PEPL Board Secretary, Laura Bere

Date

Date