

Perth East Public Library

Regular Meeting of the Board

Tuesday, April 8, 2025

5:45PM

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

L. Hallahan called the meeting to order at 5:49PM

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2025 – 36 Motion – THAT the Perth East Public Library Board April 8, 2025, Agenda be approved noting any additions, changes or deletions.

Moved by A. Fallis

Seconded by P. Minor

CARRIED.

3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof

There were no disclosures made of pecuniary interest.

4. MINUTES OF PREVIOUS MEETING

5. BUSINESS ARISING FROM MINUTES OF March 11, 2025.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

7.1 FOPL – Annual General Meeting

2025 – 37 Motion – THAT the Perth East Public Library Board receive the FOPL Annual General Meeting correspondence as information.

Moved by M. Steffen

Seconded by D. Davidson

CARRIED.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2025 – 38 Motion – THAT the Perth East Public Library Board receive the un-audited March year-to-date reports as information.

Moved by P. Minor

Seconded by J. Smith
CARRIED.

8.2 Accounts Payable

2025 – 39 Motion – THAT the Perth East Public Library Board receive the March informal listings of Accounts Payable as information.

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

9. CEO'S REPORT

9.1 CEO's Report

2025 – 40 Motion – THAT the Perth East Public Library Board receive the CEO's report 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

J. Matheson and J. Smith provided a verbal report from the March Council meeting; they highlighted the review of Pugh and St. Marys Street and the 2024 Annual Drinking Water System testing and report.

2025 – 41 Motion – THAT the verbal reports provided by members of PEPL Board Committees to PEPL Board be received as information.

Moved by P. Minor
Seconded by D. Davidson
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 Internet Access Policy

2025 – 42 Motion – THAT the Perth East Public Library Board approve and adopt the Internet Access Policy, noting any revisions.

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

14.2 Unattended Children Policy

2025 – 43 Motion – THAT the Perth East Public Library Board approve and adopt the Unattended Children Policy, noting any revisions.

Moved by A. Fallis

Seconded by J. Smith

CARRIED.

14.3 Perth East Public Library 2024 Annual Report

2025 – 44 Motion – THAT the Perth East Public Library Board receive the Perth East Public Library 2024 Annual Report for information, AND THAT the report be circulated to Perth East Council and stakeholders.

Moved by D. Davidson

Seconded by M. Steffen

CARRIED.

15. **ADJOURNMENT** – Next meeting is Tuesday, **May 13, 2025** at **5:45PM**

2025 – 45 Motion – THAT the Perth East Public Library Board adjourn at 6:14PM

Moved by A. Fallis

Seconded by M. Steffen

CARRIED.

PEPL Board Chair, Laura Hallahan

PEPL Board Secretary, Kendra Roth

Date

Date