

Perth East Public Library

Regular Meeting of the Board

Tuesday, February 8, 2022

7:30pm

Electronic Meeting

MEETING MINUTES

Board Members Present: Hugh McDermid, Jerry Smith, Lois Baillie, Laura Hallahan, Patrick Minor, Mark Steffen
Staff Present: Kendra Roth (CEO)
Regrets: N/A

1. CALL TO ORDER

Chairperson Hugh McDermid called the meeting to order at 7:29p.m.

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2022 – 12 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

2022 – 13 Motion - THAT the minutes of the Regular Board Meeting of January 11, 2022 be approved as circulated.

Moved by J. Smith

Seconded by L. Baillie

CARRIED.

5. BUSINESS ARISING FROM MINUTES OF January 11, 2022.

There was no business arising from previous meeting.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

[7.1 Mornington Communications - Donation](#)

2022 – 14 Motion – THAT the correspondence be received as information.

Moved by M. Steffen

Seconded by P. Minor

CARRIED.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2022 – 15 Motion – THAT the un-audited January year-to-date reports be received as information.

Moved by L. Hallahan
Seconded by J. Smith
CARRIED.

8.2 Accounts Payable

2022 – 16 Motion – THAT the January informal listing of Accounts Payable be received as information.

Moved by L. Baillie
Seconded by P. Minor
CARRIED.

9. CEO'S REPORT

9.1 CEO's Report

2022 – 17 Motion – THAT the CEO's report be received as information.

Moved by M. Steffen
Seconded by L. Hallahan
CARRIED.

10. COMMITTEE REPORTS

10.1 Finance Committee –

10.2 Personnel Committee –

10.3 Strategic Planning Committee

10.4 PCIN Board— next meeting is April 2022

10.5 SOLS Trustee Council 3

10.6 Council Report - verbal report from H. McDermid and J. Smith: library 2022 Operating Budget presented to Council, next budget meeting is February 24, 2022.

2022 – 18 Motion – THAT the verbal reports provided by members of the PEPL Board Committees to PEPL Board be received for information purposes.

Moved by M. Steffen
Seconded by L. Baillie
CARRIED.

11. BOARD EDUCATION

Board Job Description & Code of Conduct

2022 – 19 Motion – THAT the Board Job Description and Code of Conduct policy be received as information,

AND THAT both documents be forwarded to the Township of Perth East CAO for review and comments.

Moved by J. Smith
Seconded by M. Steffen
CARRIED.

12. CLOSED SESSION

There was no Closed Session.

13. BUSINESS ARISING FROM CLOSED SESSION

No Business arising from closed session.

14. NEW BUSINESS

14.1 2021 Annual Report

2022 – 20 Motion – THAT the 2021 Perth East Public Library Annual Report be approved and circulated to Perth East Council and the public.

Moved by L. Hallahan

Seconded by M. Steffen

CARRIED.

14.2 Board By-Laws

2022 – 21 Motion – THAT the Perth East Public Library Board By-Laws be accepted as revised, noting all additions and changes.

Moved by M. Steffen

Seconded by J. Smith

CARRIED.

15. ADJOURNMENT:

2022 – 22 Motion – THAT the PEPL Board adjourn at 8:15 p.m.

Moved by L. Hallahan

Seconded by M. Steffen

CARRIED.

PEPL Board Chair

PEPL Board Secretary

Date

Date