



# Perth East Public Library Regular Meeting of the Board

Meeting Minutes  
January 11, 2021  
Via ZOOM

**Present:** Mackenzie Kipfer, Patrick Minor, Jerry Smith, Laura Hallahan, Hugh McDermid, Allie Fallis, Tammy Gerber, Lois Baillie

**Regrets:** n/a

## 1. Call to Order

Chairperson Mackenzie Kipfer called the meeting to order via ZOOM at 7:31pm.

## 2. Additions to and Approval of the Agenda

2021-01 Motion – to accept the recommendation that the Agenda be approved noting any additions, changes, or deletions.

Forwarded by T. Gerber

Seconded by L. Baillie

CARRIED.

## 3. Declarations of Pecuniary Interest and the general nature thereof

There were no declarations of pecuniary interest.

## 4. Minutes of Previous Meeting

2021-02 Motion – to accept the recommendation that the minutes of the Board Meeting of December 8, 2020 be approved as circulated.

Forwarded by J. Smith

Seconded by P. Minor

CARRIED.

## 5. Business Arising from Minutes of December 8, 2020.

### 5.1 Program Room Usage

2021-03 Motion – THAT the Board continues to decline the rental of the Program Room based on the current COVID-19 recommendations, AND THAT the Board will continue to evaluate the use of the room on a monthly basis.

Forwarded by T. Gerber

Seconded by P. Minor

CARRIED.

### 5.2 Board Vacancy Update

2021-04 Motion – THAT the Board receives the CEO's verbal report on the Board Vacancy for information.

Forwarded by T. Gerber

Seconded by H. McDermid

CARRIED.

## 6. Delegations

None.

## 7. Correspondence

[7.1 Trillium Mutual Insurance – ROOTS Community Fund](#)

[7.2 Jeff Brown – Ontario Parks Permit Confirmation](#)

2021-05 Motion – to receive correspondence as information

Forwarded by L. Baillie

Seconded by L. Hallahan

CARRIED.

## 8. Finance Report

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

2021-06 Motion – THAT the un-audited December Year-to-Date Reports be received as information.

Forwarded by P. Minor

Seconded by J. Smith

CARRIED.

[8.2 Accounts Payable](#)

2021-07 Motion – THAT the December informal listing of Accounts Payable be received as information.

Forwarded by P. Minor

Seconded by H. McDermid

CARRIED.

## 9. CEO's Report

2021-08 Motion – THAT the CEO's report be received as information.

Forwarded by T. Gerber

Seconded by H. McDermid

CARRIED.

## 10. Committee Reports

[10.1 Finance Committee](#) – discussions had under New Business

[10.2 Personnel Committee](#) – no report.

[10.3 Strategic Planning Committee](#) – no report.

[10.4 PCIN Board](#) – no report.

[10.5 SOLS Trustee Council 3](#) – verbal report from M. Kipfer

[10.6 Council Report](#) – verbal report from H. McDermid and J. Smith

## 11. Board Education

None.

## 12. Closed Session Report

None.

## 13. New Business

[13.1 2021 Draft Budget](#)

2021-09 Motion -- that the 2021 draft budget be received as information.

Forwarded by P. Minor

Seconded by H. McDermid

CARRIED.

### 13.2 Ontario Parks Permit Lending Policy

2021-10 Motion – THAT the Ontario Parks Permit Lending Policy be adopted as presented.

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

### 13.3 Hydro Outage Procedure

2021-11 Motion – THAT the Hydro Outage Procedure be adopted as presented.

Forwarded by L. Baillie  
Seconded by T. Gerber  
CARRIED.

### 13.4 Storywalk Project 2021 Proposal

2021-12 Motion – THAT the report titled “Storywalk Project 2021 Proposal” be received for information, AND THAT the Board supports proceeding with the project as funding permits, AND THAT the Library CEO provides updates on the project as needed.

Forwarded by H. McDermid  
Seconded by J. Smith  
CARRIED.

### 13.5 Election of Chair and Vice-Chair

2021-13 Motion – to appoint Tammy Gerber as Chair of the Perth East Public Library Board for the remainder of the 2021 term.

Forwarded by P. Minor  
Seconded by H. McDermid  
CARRIED.

2021-14 Motion – to appoint Hugh McDermid as Vice-Chair of the Perth East Public Library Board for the remainder of the 2021 term.

Forwarded by T. Gerber  
Seconded by L. Hallahan  
CARRIED.

## 14. Adjournment

Next meeting Tuesday, February 9 at 7:30pm via ZOOM.

2021-15 Motion to adjourn

Forwarded by H. McDermid