

Perth East Public Library

Regular Meeting of the Board

Tuesday, June 14, 2022

7:30PM

Electronic Meeting

MEETING MINUTES

Board Members Present: Hugh McDermid, Jerry Smith, Lois Baillie, Laura Hallahan, Patrick Minor, Sandy Riddell, Mark Steffen
Staff Present: Kendra Roth (CEO)
Others Present: Mike Givens (Township of Perth East CAO)
Regrets: N/A

1. CALL TO ORDER

Chairperson Hugh McDermid called the meeting to order at 7:33PM. Chair McDermid made opening comments and welcomed the new Perth East Township CAO, Mike Givens, to the meeting.

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2022 – 60 Motion – THAT the Agenda be approved noting any additions, changes or deletions.

Moved by S. Riddell

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

2022 – 61 Motion - THAT the minutes of the Regular Board Meeting of May 10, 2022 be approved as circulated.

Moved by J. Smith

Seconded by S. Riddell

CARRIED.

5. BUSINESS ARISING FROM MINUTES OF May 10, 2022.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

There was no correspondence.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2022 – 62 Motion – THAT the un-audited May year-to-date reports be received as information.

Moved by L. Hallahan

Seconded by M. Steffen
CARRIED.

L. Baillie joined the meeting at 7:37PM

8.2 Accounts Payable

2022 – 63 Motion – THAT the May informal listing of Accounts Payable be received as information.

Moved by S. Riddell
Seconded by J. Smith
CARRIED.

9. CEO'S REPORT

9.1 CEO's Report

2022 – 64 Motion – THAT the CEO's report be received as information.

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

9.2 Market Review Update

2022 – 65 Motion – THAT the report titled Market Review Update, prepared by the CEO, dated June 14, 2022 be received for information.

Moved by S. Riddell
Seconded by L. Baillie
CARRIED.

10. COMMITTEE REPORTS

10.1 Finance Committee –

10.2 Personnel Committee –

10.3 Strategic Planning Committee

10.4 PCIN Board— Board member appointment

10.5 SOLS Trustee Council 3 –

10.6 Council Report - verbal report from H. McDermid and J. Smith: no update, Township business as usual.

2022 – 66 Motion – THAT S. Riddell be appointed to the PCIN Board as a Perth East Public Library member representative,

AND 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 J. Smith
CARRIED.

11. BOARD EDUCATION

11.1 Legacy & Transition Readiness: Board Legacy Document

The CEO presented a PowerPoint outlining the purpose and content of a Board Legacy Document. Beginning in July, the Board will discuss what content they would like included in the document, and will receive a draft document for review and approval.

2022 – 67 Motion – THAT the report titled Legacy & Transition Readiness: Board Legacy Document, prepared by the CEO, dated June 14, 2022 be received for information

Moved by S. Riddell
Seconded by L. Hallahan
CARRIED.

12. CLOSED SESSION

There was no closed session

13. BUSINESS ARISING FROM CLOSED SESSION

14. NEW BUSINESS

14.1 Purpose of the Board Policy

2022 – 68 Motion – THAT the Board approve and officially adopt the Purpose of the Board Policy.

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

14.2 Policy Development Policy

2022 – 69 Motion – THAT the Board approve and officially adopt the Purpose of the Board Policy.

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

15. ADJOURNMENT – Next meeting is Monday, July 11, 2022 at 7:30PM

2022 – 70 Motion – THAT the Perth East Public Library Board adjourn at 8:02PM

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

PEPL Board Chair

PEPL Board Secretary

Date

Date