

Purpose

The Perth East Public Library Board has prepared this Legacy Document to assist the incoming library board (2022-2026). It is a record of the Board's successes and challenges during the 2018-2022 term, and their assessment of the challenges and tasks that will face the new board.

This document can be used as a tool to ensure a smooth transition for both board members and staff.

Accomplishments during this Term (2018-2022):

- The Board maintained and implemented new policies, both governance and operational.
- Expansion of library lending services including Wi-Fi hotspots, park and pool passes and walking sticks.
- Introduction of Makerspace collection, kits and activities.
- Removed barrier of overdue fines on traditional lending library materials.
- New library website launched.
- Provided continued guidance and governance throughout the Covid-19 pandemic.
- Completion of a formal organizational review.
- In-house development of new strategic plan (approved June 2020).
- PCIN implemented courier van service after OLS funding cuts.
- Enhanced library's credibility through the successful working relationships with local organizations, and with neighbouring libraries (Perth County Information Network).
- Approved a formal Memorandum of Understanding between the Township of Perth East and Perth East Public Library Board.

Challenges:

- Recruiting board members.
- Recruiting staff.
- Funding cuts, which lead to increasing pressure at Municipal level to provide funding.

Recommendations to the Incoming Library Board:

- Continue to strengthen relationship with Council.
- Advocate the library's position as an important part of the social infrastructure of Perth East.
- Familiarize yourself and participate with library services and programs.

Projects worth consideration by the new Library Board:

- Review recommendations made from the 2021/2022 Organizational Review. Consideration of creating a work plan to complete Board approved recommendations made from the Organizational Review.
- Advocacy with local municipal Council to build on working relationship, as well as preserve and enhance library services and facility.

Information for New Board Members

The Perth East Public Library Board, governed by the Public Libraries Act, R.S.O 1990, c. P44, establishes an annual operating budget of over \$334,117.97. Most of the funding comes from the Council of the Township of Perth East through the Municipal tax levy. The rest comes from provincial grants, donations, fundraising and other miscellaneous sources.

In 2020, the Board developed a new Strategic Plan, which is the Library's current planning document.

Key Library Board responsibilities:

- Selects and evaluates the performance of the Chief Executive Officer;
- Establishes operating and administrative policies to govern the operation and programs of the Library;
- Determine the goals and objectives for the Library and secures adequate funds to fulfill those goals;
- Understands the needs of the community in relation to the Library and creates a link between the community and Library services offered;
- Promotes and advocates for the Library in the community and to municipal Council; and
- Oversees the budget process, provides budget estimates for Council approval.

Term of Office:

- Four years, to coincide with the term of the elected official

Meetings:

The Library Board holds at least seven regular meetings each year (PLA, R.S.O. 1990, c. P.44, 16). Meetings are usually held at the Perth East Public Library, on the second Tuesday of each month.

Our Vision

The library is recognized as essential to the community as an innovative hub that takes a collaborative approach to encouraging literacy, innovation, and opportunity.

Our Mission

Perth East Public Library builds community by providing welcoming & vibrant spaces that inspire discovery and lifelong learning.

Our Values

- Provide **opportunity** for all ages to participate in unique learning experiences
- Foster **literacy** and nurture lifelong learning.
- Protect **intellectual freedom**
- **Innovation** by enhancing library services that meet the needs of the community

- **Partnerships** with community organizations, local government and staff
- **Accountability** for fiscal management.
- Provide **stellar service**

Our Goals

The goals of the Perth East Public Library are:

- Promote awareness of the Library and its role in the community.
- Grow as a dynamic community space.
- Outstanding staff and service.
- Build long-term sustainability.