



Perth East Public Library

Regular Meeting of the Board

Tuesday, March 8, 2022

6:00pm

Electronic Meeting

MEETING MINUTES

Board Members Present: Hugh McDermid, Jerry Smith, Lois Baillie, Laura Hallahan, Patrick Minor
Staff Present: Kendra Roth (CEO), Cindy Dunbar (Library Assistant)
Others Present: Theresa Campbell, CAO
Regrets: Mark Steffen

1. CALL TO ORDER

Chairperson Hugh McDermid called the meeting to order at 6:04 p.m.

2. ADDITIONS TO and APPROVAL OF THE AGENDA

2022 – 23 Motion – THAT the Agenda be approved noting any additions, changes or deletions.

Moved by P. Minor

Seconded by J. Smith

CARRIED.

3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof

There were no declarations of pecuniary interest.

The PEPL Board was in consensus to reorder the agenda and move Item No. 12 Closed Session and Item No. 13 Business Arising from Closed Session following Item No. 3 Disclosure of Pecuniary Interest.

12. CLOSED SESSION

Pursuant to section 16.1 4(b) of the Public Libraries Act, 1990

- Personal matters about an identifiable individual

2022 – 24 Motion – THAT the Perth East Public Library move into closed session at 6:05 p.m. for the purpose(s) of: Exceptions Pursuant to Section 16.1 4(b) of the Public Libraries Act

Personal matters about an identifiable individual

Moved by L. Hallahan

Seconded by P. Minor

CARRIED.

2022 – 25 Motion – THAT the Perth East Public Library rise from closed session at 6:38 p.m. and reconvene to the Regular Meeting of the Board.

Moved by J. Smith
Seconded by P. Minor
CARRIED.

13. BUSINESS ARISING FROM CLOSED SESSION

No Business arising from closed session.

4. MINUTES OF PREVIOUS MEETING

2022 – 26 Motion - THAT the minutes of the Regular Board Meeting of February 8, 2022 be approved as circulated.

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

5. BUSINESS ARISING FROM MINUTES OF February 8, 2022.

There was no business arising from previous meeting.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

There was no correspondence.

8. FINANCE REPORTS

8.1 Year-to-Date Reports

2022 – 27 Motion – THAT the un-audited February year-to-date reports be received as information.

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

8.2 Accounts Payable

2022 – 28 Motion – THAT the February informal listing of Accounts Payable be received as information.

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

9. CEO'S REPORT

9.1 CEO's Report

2022 – 29 Motion – THAT the CEO's report be received as information.

Moved by L. Hallahan
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— next meeting is April 2022

10.5 SOLS Trustee Council 3

10.6 Council Report - verbal report from H. McDermid and J. Smith: 2022 budget to be passed.

2022 – 30 Motion – THAT the verbal reports provided by members of the PEPL Board Committees to PEPL Board be received for information purposes.

Moved by P. Minor

Seconded by J. Smith

CARRIED.

11. BOARD EDUCATION

There was no board education.

14. NEW BUSINESS

14.1 Board Job Description

2022 – 31 Motion – THAT the PEPL Board Job Description be approved and officially adopted.

Moved by J. Smith

Seconded by L. Baillie

CARRIED.

14.2 Board Member Code of Conduct

2022 – 32 Motion – THAT the Board Member Code of Conduct policy be approved and officially adopted.

Moved by P. Minor

Seconded by L. Hallahan

CARRIED.

15. ADJOURNMENT:

2022 – 33 Motion – THAT the PEPL Board adjourn at 6:48 p.m.

Moved by L. Baillie

Seconded by P. Minor

CARRIED.

PEPL Board Chair

PEPL Board Secretary

Date

Date