



Perth East Public Library Regular Meeting of the Board

Meeting Minutes
October 13, 2020
Via ZOOM

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

Regrets: n/a

1. Call to Order

Chairperson Mackenzie Kipfer called the meeting to order at Perth East Public Library at 7:32pm.

2. Additions to and Approval of the Agenda

2020-61 Motion – to accept the recommendation that the Agenda be approved noting any additions, changes, or deletions.

Forwarded by H. McDermid

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

2020-62 Motion – to accept the recommendation that the minutes of the Board Meeting of September 8, 2020 be approved as circulated.

Forwarded by J. Smith

Seconded by P. Minor

CARRIED.

5. Business Arising from Minutes of September 8, 2020.

5.1 Program Room Usage – correspondence attached.

2020-63 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 J. Smith

Seconded by P. Minor

CARRIED.

5.2 COVID-19 Computer Appointments and Browsing Policy

2020-64 Motion – THAT the Board accepts the changes made to the COVID-19 Computer Appointments and Browsing Policy.

Forwarded by T. Gerber

Seconded by H. McDermid

CARRIED.

5.3 VLAN costs – verbal report from CEO

2020-65 Motion– THAT the Board receives the verbal report from the CEO on the updated VLAN costs as information.

Forwarded by L. Hallahan

Seconded by P. Minor

CARRIED.

6. Delegations

None.

7. Correspondence

[7.1 Optimist Club](#) – thank you card for book donation.

[7.2 City of Stratford](#) – PLOW Van Purchase Tax Rebate

[7.3 Maggie Martin, Transit Project Coordinator](#) – PC Connect bus stop at PEPL.

[7.4 Milverton Business Association](#) – Christmas on Main 2020

[7.5 Halee McCann](#) – 2020 CATYO Event – Virtual

[7.6 Community Emergency Support Fund](#) – 2nd round of funding, application open.

2020-66 Motion to receive correspondence as information.

Forwarded by T. Gerber

Seconded by L. Baillie

CARRIED.

8. Finance Report

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

2020-67 Motion THAT the un-audited September Year-to-Date Reports be received as information.

Forwarded by P. Minor

Seconded by J. Smith

CARRIED.

[8.2 Accounts Payable](#)

2020-68 Motion THAT the September informal listing of Accounts Payable be received as information.

Forward by L. Baillie

Seconded by L. Hallahan

CARRIED.

9. CEO's Report

[9.1 CEO's Report](#)

2020-69 Motion to receive the CEO's report as information.

Forwarded by H. McDermid

Seconded by P. Minor

CARRIED.

10. Committee Reports

10.1 Finance Committee – no report

10.2 Personnel Committee – no report

10.3 Strategic Planning Committee – no report

10.4 PCIN Board – verbal report from CEO, next meeting Wednesday, November 10 @ 6:30pm.

10.5 SOLS Trustee Council 3 – no report.

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 Policy Review – Circulation Policy

2020-70 Motion – THAT the Circulation Policy be adopted noting any changes.

Forwarded by J. Smith

Seconded by T. Gerber

CARRIED.

13.2 Policy Review – Delegations

2020-71 Motion– THAT the Delegations Policy be adopted noting any changes.

Forwarded by L. Baillie

Seconded by P. Minor

CARRIED.

13.3 Policy Review – Inclement Weather

2020-72 Motion – THAT the Inclement Weather Policy adopted noting any changes.

Forwarded by T. Gerber

Seconded by L. Hallahan

CARRIED.

14. Adjournment

Next meeting Tuesday, November 10th at 7:30pm. Location to be determined based on COVID-19 recommendations.

2020-73 Motion to adjourn.

Forwarded by H. McDermid

Mackenzie Kipfer, Chair

Date