



# Perth East Public Library

## Regular Meeting of the Board

Tuesday, September 13, 2022

7:30PM

Electronic Meeting

### MEETING MINUTES

**Board Members Present:** Hugh McDermid, Jerry Smith, Lois Baillie, Laura Hallahan, Patrick Minor, Sandy Riddell  
**Staff Present:** Kendra Roth (CEO)  
**Regrets:** Mark Steffen

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**1. CALL TO ORDER**

Chairperson Hugh McDermid called the meeting to order at 7:32PM

**2. ADDITIONS TO and APPROVAL OF THE AGENDA**

2022 – 84 Motion – THAT the Agenda be approved noting any additions, changes or deletions. Addition of discussion for resuming in-person board meetings.

Moved by L. Hallahan

Seconded by S. Riddell

CARRIED.

**3. DISCLOSURE OF PECUNIARY INTEREST and the general nature thereof**

There were no declarations of pecuniary interest.

**4. MINUTES OF PREVIOUS MEETING**

2022 – 85 Motion - THAT the minutes of the Regular Board Meeting of July 11, 2022 be approved as circulated.

Moved by L. Baillie

Seconded by J. Smith

CARRIED.

**5. BUSINESS ARISING FROM MINUTES OF July 11, 2022.**

**6. DELEGATIONS**

There were no delegations.

**7. CORRESPONDENCE**

[7.1 International Dyslexia Association of Ontario](#)

[7.2 Alzheimer Society: Huron Perth](#)

2022 – 86 Motion – THAT the correspondence be received as information.

Moved by S. Riddell

Seconded by P. Minor

CARRIED.

## 8. FINANCE REPORTS

### 8.1 Year-to-Date Reports

2022 – 87 Motion – THAT the un-audited August year-to-date reports be received as information.

Moved by L. Baillie  
Seconded by L. Hallahan  
CARRIED.

### 8.2 Accounts Payable

2022 – 88 Motion – THAT the July and August informal listing of Accounts Payable be received as information.

Moved by S. Riddell  
Seconded by P. Minor  
CARRIED.

## 9. CEO'S REPORT

### 9.1 CEO's Report

2022 – 89 Motion – THAT the CEO's report be received as information.

Moved by S. Riddell  
Seconded by P. Minor  
CARRIED.

## 10. COMMITTEE REPORTS

### 10.1 Finance Committee –

### 10.2 Personnel Committee –

### 10.3 Strategic Planning Committee

10.4 PCIN Board— verbal report from CEO about the PCIN Board meeting scheduled for September 14, 2022.

### 10.5 SOLS Trustee Council 3 –

10.6 Council Report - verbal report from J. Smith: Council meets on September 20, 2022.

2022 – 90 Motion – THAT the verbal reports provided by members of the PEPL Board Committees to PEPL Board be received for information purposes,

Moved by L. Baillie  
Seconded by L. Hallahan  
CARRIED.

## 11. BOARD EDUCATION

CEO highlighted that OLS is hosting a virtual conference for public Library Boards on September 21, 2022.

## 12. CLOSED SESSION

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

- *Personal matters about an identifiable individual*

2022 – 91 Motion – THAT the Perth East Public Library move into closed session at 7:56PM 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 S. Riddell  
Seconded by L. Hallahan  
CARRIED.

2022 – 92 Motion – THAT the Perth East Public Library rise from closed session at 8:10PM and reconvene to the Regular Meeting of the Board.

Moved by L. Baillie  
Seconded by L. Hallahan  
CARRIED.

**13. BUSINESS ARISING FROM CLOSED SESSION**

2022 – 93 Motion – THAT the Perth East Public Library Board direct the CEO to draft the Legacy Document that will be reviewed at the October PEPL Board meeting.

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

**14. NEW BUSINESS**

14.1 Bulletin Board Policy

2022 – 94 Motion – THAT the Bulletin Board policy be accepted as revised.

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

14.2 Programming Policy

2022 – 95 Motion – THAT the Programming Policy be accepted as revised.

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

14.3 Resuming In-Person Board Meetings

The Board had a conversation about resuming in-person Board meetings, beginning in October 2022.

2022 – 96 Motion – THAT the Perth East Public Library Board resume in-person meetings, to be held at the Perth East Public Library, beginning October 2022.

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

**15. ADJOURNMENT** – Next meeting is Tuesday, October 11, 2022 at 7:30PM

2022 – 97 Motion – THAT the Perth East Public Library Board adjourn at 8:22PM

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

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PEPL Board Chair

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PEPL Board Secretary

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Date

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Date