



Board Meeting Minutes

Date and Time:	Tuesday, February 28, 2023
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Andrew Fournier, Annamarie Murray, Kelly Reimer, Allison Schultz
Regrets:	Anne Melady, Jacqueline Timmermans, Kim Wolf
Staff Present:	Rosemary Minnella

West Perth Public Library is a welcoming space where everyone can explore, connect, and learn

1. Call to Order

Jesse Britton, Board Chairperson, calls the meeting to order at 6:37pm.

2. Approval of the Agenda

Moved by: Annamarie Murray

Seconded by: Andrew Fournier

That the Agenda is approved as written.

Carried 09-2023

3. Declarations of Conflicts of Interest

There are no declarations of conflicts of interest.

4. Consent Agenda

Approval of the Board Minutes of Meeting held on January 24, 2023, the Monthly Financial Report, and the Monthly Statistics Report.

Moved by: Allison Schultz

Seconded by: Kelly Reimer

That the Consent Agenda: Board minutes of January 24, 2023, Monthly Financial Report and Monthly Statistic Report are approved.

Carried 10-2023

5. Business Arising

5.1. Pantry donation update

At the January 24, 2023 meeting, the Board passed a motion for West Perth Public Library to accept donations of non-perishable items on behalf of the Salvation Army's Mitchell Food Bank, as a small measure of addressing food insecurity concerns in West Perth.

In consultation with Salvation Army staff, Perth County's Department of Social Services staff, PCIN colleagues, library staff and patrons, this idea developed into a Snack Sharing Shelf. Located on the main floor of the Library, this shelf offers individually-wrapped snack items that people may eat on or off the premises to address immediate needs, as opposed to stocking home pantries. The Mitchell Food Bank is well-positioned to provide food and personal care items to residents in need, so this Snack Sharing Shelf complements existing food programs and provides information on similar community resources.

6. New Business

No agenda items are discussed under 'New Business'.

7. Policies/Plans

7.1. Library Board policies

Library Board policies are reviewed at least once during each Board term to discuss and answer any related questions. Board policies are based on parameters outlined in the *Public Libraries Act, R.S.O. 1990*.

7.2. Library Board by-laws

Library Board by-laws are reviewed at least once during each Board term to discuss and answer any related questions. Board policies are based on

parameters outlined in the *Public Libraries Act, R.S.O. 1990*.

7.3. Collections

The Library's *Collections* policy is reviewed at least once during each Board term to discuss and answer any related questions. The Collections policy is based largely on the *Ontario Human Rights Code* and the *Canadian Charter of Rights and Freedoms*, as they pertain to supporting intellectual freedom.

7.4. Information Services

The *Information Services* policy is reviewed at least once during each Board term to discuss and answer any related questions. Information Services are provided based largely on parameters outlined in the *Public Libraries Act, R.S.O. 1990*.

7.5. Programming and Community Partnerships

The *Programming and Community Partnerships* policy is reviewed at least once during each Board term to discuss and answer any related questions. Programming and Community Partnerships are established to support library collections and services, as well as strategic priorities set by the Board and the Municipality to showcase and share local expertise with residents and visitors.

7.6. Programming Plan outline

The Programming Plan is a staff procedural document outlining staff priorities regarding organizing and hosting programs supporting 21st century literacies. Programs and activities may be offered in-house or off-site by staff members, or by experts in specific fields.

Moved by: Allison Schultz

Seconded by: Annamarie Murray

That West Perth Public Library's updated policies are approved, and will be made available on the Library's website.

Carried 11-2023

8. Board Education & Advocacy

8.1. OLS Governance Hub: 'The Public Libraries Act – What you need to know'

As of 2023, West Perth Public Library Board meetings will feature a standing agenda item regarding 'Board Education' as information pertaining to legislation and other issues relevant to library governance.

From the Ontario Library Service's 'Governance Hub' website—dedicated to Ontario library board education—part of the 'Public Libraries Act: What you need to know' webinar is played for the Board's information.

8.2. Advocacy

A local author recently donated signed copies of her latest book to the Library's Dungeons & Dragons program attendees at the West Perth Youth Centre, along with a copy for the Library's collections. Bestselling Canadian author E. K. Johnston generously donated copies of *Druid's Call*, and looks forward to a possible visit to the D&D group at some point.

9. Other

9.1. Pink Shirt Day

On February 22, 2023, Canada celebrated Pink Shirt Day, an annual anti-bullying movement that embraces respect and kindness. Faddis Concrete Products staff and their family members, Youth Centre volunteers, and other participants hosted bake sales and bracelet-making to raise funds in honour of Pink Shirt Day. Faddis Concrete Products very generously donated proceeds to both West Perth Public Library and the Seaforth Branch of Huron County Library, to spend toward initiatives focused on inclusion.

10. Next Meeting

Tuesday, March 28, 2023. 6:30pm. West Perth Public Library.

11. Adjournment

Moved by: Allison Schultz

That we do now adjourn: 7:46pm

Carried 12-2023

Jesse Britton, Chair