

West Perth Public Library Board Meeting Minutes

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| Date and Time: | Tuesday, May 25, 2021. 6:30pm |
| Location: | Zoom |
| Present: | Allison Shultz, Annamarie Murray, Bert Vorstenbosch Jr., Jesse Britton, John Mogk, Kim Wolf, Sydney Wettlaufer |
| Regrets: | Anne Melady, Jacqueline Timmermans |
| Staff Present: | Rosemary Minnella |

*The Mission of the West Perth Public Library
is to promote literacy and the lifelong love of reading and learning*

1. Call to Order

Jesse Britton, Chair, called the meeting to order at 6:32pm.

2. Approval of the Agenda

Moved by: Annamarie Murray

Seconded by: Bert Vorstenbosch Jr.

That the Agenda is approved.

Carried 26-2021

3. Declarations of Conflicts of Interest

There were no declarations of conflicts of interest.

4. Consent Agenda

4.1. Approval of the Board Minutes of the meeting held on April 27, 2021.

The Board Chair noted that the new Monthly Statistics Report charts do not yet include program attendance or volunteer hours, as pandemic restrictions since 2020 have significantly limited access to library spaces and programs.

Moved by: Kim Wolf

Seconded by: Sydney Wettlaufer

That the Board Minutes of the April 27, 2021 meeting are approved with the noted amendments.

Carried 27-2021

5. Business Arising

5.1. Library logo

Board members reviewed three full-colour logo designs from Snyders Graphics, along with black and white versions for each. Feedback from previous meetings had been incorporated into the updated designs, and one design has now been selected for final edits. Additional feedback will be sent to Snyders Graphics.

5.2. Indigenous land acknowledgement update

The Board Chair is currently in consultation with a First Nations Elder regarding wording for a land acknowledgement. Wording will be finalized shortly and reviewed by the Board before posting to the Library's website.

5.3. 2021 Capital projects update

Relocation of the CEO's office is moving forward with Festival Furniture in Stratford, and measurements have been taken for the space. Once the materials are sourced, budget and timelines will be finalized. The current office will convert to a staff workspace.

The Library will seek additional quotes for new service desk countertops and new carpeting once the provincial shutdown restrictions are eased.

6. New Business

6.1. Mitchell Advocate column

The Library CEO suggested writing a regular column for the *Mitchell Advocate* pertaining to library programs, services, resources, and events. The Board agreed this would be a good way to inform a wider scope of people in the community of valuable and helpful library resources. The CEO will contact the Advocate's editorial staff to inquire about the possibility of submitting a regular column on behalf of the Library.

7. Policy Reviews

7.1. Accessibility and Accessibility Plan 2020-2022

The Accessibility for Ontarians with Disabilities Act (AODA) requires that public services have an accessibility policy, and that it be publicly available for all members of the community to review. West Perth Public Library's Accessibility

policy includes information on its resources and services available to persons with disabilities and their support workers.

The Library's Accessibility Plan 2020-2022 outlines West Perth Public Library's commitment to supporting the AODA standards of Customer Service, Information and Communication, Employment, and Design of Public Spaces.

7.2. Advocacy and Political Engagement

This policy outlines West Perth Public Library's non-partisan role in supporting the democratic process in the community, primarily related to elections. It also outlines the roles and responsibilities of Board members and the Library CEO in advocating for the Library locally, and in provincial and national forums.

7.3. Respect and Acknowledgement

The Ontario Library Service requires that all Ontario public libraries have a Respect and Acknowledgment policy containing the following three components:

- A land acknowledgement in recognition of, and respect to, First Nations communities that inhabited the territory on which the Library sits;
- A statement that library collections will contain works by, about, and for First Nations communities;
- A statement that library services and spaces will be welcoming to First Nations communities, and will share First Nations cultures with non-First Nations residents.

All Library policies are posted on its website under 'About WPPL'.

8. Information Items

8.1. Monthly Statistics Report

Usage statistics for April 2021 were received for information. Future reports will include Volunteer Hours, as well as the Library's social media activity.

9. Other

9.1. Ontario Library Service

Ontario Library Service is hosting a '[Going Fine Free – Public Library Panel](#)' virtual discussion on June 10, 2021 from 2-4pm. Representatives from public libraries across the province will review issues related to the fines-free process, including goals, communications, and performance measures. The Board Chair mentioned the panel, in case any Board member is interested in attending.

10. Next Meeting

Tuesday, June 22, 2021, 6:30pm. Zoom

11. Adjournment

Moved by: John Mogk

Seconded by: Allison Shultz

That the meeting is adjourned at 7:12pm.

Carried 28-2021

Jesse Britton, Chair