



Board Meeting Minutes

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| Date and Time: | Tuesday, February 15, 2022 |
| Location: | Zoom |
| Present: | Allison Shultz, Annamarie Murray, Bert Vorstenbosch Jr., Jacqueline Timmermans, Jesse Britton, Kim Wolf |
| Regrets: | Anne Melady, John Mogk |
| 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, calls the meeting to order at 6:33pm.

2. Approval of the Agenda

Moved by: Allison Shultz

Seconded by: Annamarie Murray

That the Agenda is accepted as presented.

Carried 05-2022

3. Declarations of Conflicts of Interest

No conflicts of interests declared.

4. Consent Agenda

Approval of the Board Minutes of Meeting held on January 25, 2022.

Moved by: Bert Vorstenbosch Jr.

Seconded by: Kim Wolf

That Consent Agenda: Board minutes of January 25, 2022 are approved.

Carried 06-2022

5. Business Arising

5.1. Land Acknowledgement review

The West Perth Heritage and Culture Committee is currently reviewing the land acknowledgement presented by Jesse Britton, and will advise the Board Chair of a decision this spring to accept the acknowledgement as presented, or to recommend revisions. The accepted wording will be used by West Perth Public Library, and noted in its Respect and Acknowledgement policy.

5.2. 2022 Library Budget

Ahead of Municipal Council's 2022 Budget discussion on February 22, the Board reviewed the Library's 2022 Budget proposal. Individual budget lines are approved, and a final summary of 2022 Budget numbers will be reviewed when ready.

Moved by: Kim Wolf

Seconded by: Jacqueline Timmermans

That the Board does approve individual 2022 Library Budget line funds.

Carried 07-2022

5.3. Capital projects update

Bids to replace the carpet in the Library, submitted through BidsAndTenders.com, are reviewed and discussed. The Library had been unsuccessful in obtaining three quotes for this project in 2021, and submitted a bid posting in January 2022 to BidsAndTenders.com, which closed on February 4, 2022. One contractor who gave a quote in 2021, but did not submit an updated quote through BidsAndTenders.com, will be asked to review the bid posting and update their previous quote, to consider with the others that were recently submitted.

The Library CEO will submit the updated quote to the Board, then proceed with finalizing the contractor and project timeline based on the 2022 approved Capital Budget.

Moved by: Kim Wolf

Seconded by: Annamarie Murray

That the Board does instruct the Library CEO to proceed with a contractor for the replacement carpet Capital project once all quotes have been submitted.

Carried 08-2022

6. Policies/Plans

6.1. Strategic Plan update

As part of the first phase of the strategic planning process, the Library CEO is gathering information on national and international public service trends. This information will be combined with local demographic statistics—2021 census data to be released by Statistics Canada in increments throughout the year—to provide a research basis for Board consideration in determining strategic priorities moving forward.

7. Information Items

7.1. Monthly Statistics Report

Library operating statistics for January 2022 are presented for information.

8. Closed Session

8.1. CEO performance evaluation

9. Other

No other agenda items are discussed.

10. Next Meeting

Tuesday, March 22, 2022. 6:30pm. Zoom.

11. Adjournment

Moved by: Bert Vorstenbosch Jr.

Seconded by: Jacqueline Timmermans

That we do now adjourn: 7:38pm

Carried 09-2022

Jesse Britton, Chair