



Board Meeting Minutes

Date and Time:	Tuesday, January 24, 2023
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Andrew Fournier, Annamarie Murray, Kelly Reimer, Allison Schultz, Kim Wolf
Regrets:	Anne Melady, Jacqueline Timmermans
Staff Present:	Rosemary Minnella

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

Welcome, Kelly and Andrew!

1. Call to Order

Rosemary Minnella, Library CEO, calls the meeting to order at 6:38pm.

2. Approval of the Agenda

Moved by: Kim Wolf

Seconded by: Allison Schultz

That the Agenda is approved as written.

Carried 01-2023

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 November 22, 2022.

Moved by: Kim Wolf

Seconded by: Allison Schultz

That the Consent Agenda: Board minutes of November 22, 2022 is approved.

Carried 02-2023

5. Call for Nominations 2023-2027

5.1. Appointment of the Board Chairperson

After a brief discussion, Jesse Britton is nominated and re-elected as Library Board Chairperson.

5.2. Appointment of the Board Vice-Chairperson

After a brief discussion, Kim Wolf is nominated and elected as Library Board Vice-Chairperson.

Moved by: Annamarie Murray

Seconded by: Allison Schultz

That Jesse Britton is re-elected to the position of West Perth Public Library Board Chairperson, and Kim Wolf is elected as Library Board Vice-Chairperson.

Carried 03-2023

6. Business Arising

6.1. Board Report – Community Pantry

The Library CEO presents a report outlining considerations in hosting a community pantry in the library building to supplement Mitchell Food Bank hours and offerings. Discussions with Perth County's Department of Social Services and the Salvation Army's Mitchell Food Bank indicate that little to no public funding is currently available for small-scale programs related to food insecurities in Perth County.

After a discussion regarding funding options for larger municipal projects with community partnership potential, the possibility of a student co-op placement is also mentioned, to conduct research into larger grant options. A co-op research placement is a possibility for the Library, the Municipality, or another community organization to pursue in the future.

At this time, the Board approves a motion to provide a donation area inside the Library for patrons to contribute non-perishable items that complement supplies at the Salvation Army's Mitchell Food Bank. The Library CEO will sort through logistical details.

Moved by: Kim Wolf

Seconded by: Annamarie Murray

That West Perth Public Library proceed with collecting non-perishable donations at the Library.

Carried 04-2023

7. New Business

7.1. Advocacy: Board attendance at library programs/events

Board members discuss the benefits of attending library programs and events as participants or observers. This supports library staff members in their community engagement efforts, and contributes to Board advocacy in promoting the Library and its resources. It also helps to familiarize Board members with the variety of programs and services offered, and gives an opportunity to engage directly with West Perth residents, visitors, and library patrons.

Moved by: Allison Schultz

Seconded by: Kim Wolf

That 'Advocacy' is added to future Library Board meetings as a standing agenda item.

Carried 05-2023

8. Policies/Plans

8.1. Accessibility policy update

The Library's *Accessibility* policy update is approved to include a definition of 'Service Animals' and 'Support Animals'. Updated policies are on the Library's website under 'About WPPL'.

Moved by: Kim Wolf

Seconded by: Allison Schultz

That West Perth Public Library's updated *Accessibility* policy is approved.

Carried 06-2023

8.2. Strategic Planning process update

Board members reviewed the new Strategic Plan's Mission and Vision statements, Values, and Priorities, as discussed and approved in November 2022. The Library CEO proposes definitions for each of the Values (listed below), which are approved.

The final Strategic Plan 2023-2027 will be posted to the Library's website under 'About WPPL' as follows, and will inform annual work plans and actions for staff for the duration of the Plan:

- **Mission:** West Perth Public Library is a welcoming space where everyone can explore, connect, and learn.
- **Vision:** West Perth Public Library welcomes everyone to let ideas thrive.
- **Values:**
 - *Accessibility*
Spaces and resources—physical, electronic and virtual—support people with diverse abilities, needs and interests.
 - *Welcoming*
West Perth Public Library is open to everyone. We strive to offer resources, programs and spaces that celebrate all who visit.
 - *Community*
West Perth Public Library is a gathering space for residents and visitors to share time, discover ideas, and build learning. We are a valued partner to local organizations dedicated to public service.
 - *Fun*
Resources and programs invite exploration through individual and interactive play.
 - *Discovery*
West Perth Public Library supports the joy of learning and literacy for all ages.
- **Priorities:**
 - *Improve & Increase*
Analyse and update the collections, expand programming, adopt new technologies, and keep staff skills and knowledge current to meet ever-changing community needs.
 - *Connect*
Explore opportunities for collaboration with community organizations. Promote the Library as a community hub for people to meet, share ideas, and learn.

- *Support*
Continue to provide volunteer opportunities for adults, and for teens in support of community service.
- *Sustain*
Champion responsible stewardship of public funds through grant opportunities, and continued maintenance of the Library's historic building and its assets.

Moved by: Annamarie Murray

Seconded by: Kelly Reimer

That West Perth Public Library's new Strategic Plan 2023-2027 is approved.

Carried 07-2023

9. Board Education—Professional development review/presentation

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

This Ontario Library Service presentation is deferred to the Board's February 28, 2023 meeting.

10. Information Items

10.1. Monthly Statistics Reports—November, December

Library operating statistics for November and December 2022 are distributed for information.

10.2. Monthly Financial Report—November

The Library financial report for November 2022 are distributed for information.

11. Other

11.1. Board member resignations

Bert Vorstenbosch Jr. and John Mogk resigned from the West Perth Public Library Board as of December 31, 2022. A thank you card and gift of appreciation have been given with gratitude for their years of dedicated service to the Library and West Perth community.

12. Next Meeting

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

13. Adjournment

Moved by: Annamarie Murray

That we do now adjourn: 7:54pm

Carried 08-2023

Jesse Britton, Chair