



Board Meeting Minutes

Date and Time:	Tuesday, May 23, 2023
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Andrew Fournier, Anne Melady, Annamarie Murray, Kelly Reimer, Allison Schultz, Jacqueline Timmermans
Regrets:	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

Addition of **9.1 Children and the Library policy update.**

Moved by: Anne Melady

Seconded by: Andrew Fournier

That the Agenda is approved as amended.

Carried 21-2023

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 April 25, 2023, Monthly Financial Report for April 2023, and the Monthly Statistics Report.

Moved by: Andrew Fournier

Seconded by: Jacqueline Timmermans

That the Consent Agenda: Board minutes of April 25, 2023, Monthly Financial Report, and Monthly Statistic Report are approved.

Carried 22-2023

5. Business Arising

There are no agenda items discussed under Business Arising.

6. New Business

6.1. Federation of Ontario Public Libraries' Data Dashboard

The Federation of Ontario Public Libraries (FOPL) is a provincial group of member libraries—including West Perth Public Library—that advocates for legislative changes supporting public library funding and information access. FOPL collects library statistics gathered by the Ministry of Heritage, Sport, Tourism, and Culture Industries into a 'data dashboard' that members can search to find collection, program, staffing and other information from comparator libraries. This information helps to determine annual budget needs to meet industry standards and best practices.

6.2. Bridge Toolkit

Toronto Public Library created the Bridge Toolkit a number of years ago to assess the impact of library technology on community members. In addition to a public library's technology-related programs, equipment and services, the toolkit also distributes quarterly staff surveys and bi-monthly public surveys to determine which tech offerings address community needs and interests. Over time, patterns immerge to help Board members allocate sufficient annual funds to support library tech initiatives. West Perth Public Library now submits its tech-related information to the Bridge Toolkit to combine and compare with contributing libraries across the province.

7. Policies/Plans

7.1. Meeting Space Rentals policy, with application form

Board members review and approve the current *Meeting Space Rentals* policy outlining the responsibilities of non-profit and for-profit renters using library spaces. The application form—available online—requests information regarding the purpose of rentals to ensure accordance of current legislation, with the Library reserving the right to limit public use of library spaces as necessary. The form also outlines rental pricing for non-profit and for-profit renters, which is

approved by the Board without changes.

Moved by: Anne Melady

Seconded by: Andrew Fournier

That the *Meeting Space Rentals* policy is approved and available on the [Library's website](#). The policy and application form are also on the ['Services' webpage](#).

Carried 23-2023

8. Board Education & Advocacy

8.1. Media Messages: ['What to expect from libraries in the 21st century – TEDTalk](#)

Denver Public Library hosts a TEDTalk regarding the positive impact of public libraries on all community members. Programs, collections, services and spaces work together to provide a welcoming environment in which free resources are found and shared without judgement.

8.2. Advocacy

West Perth Public Library fosters community partnerships with the Municipality and many local organizations to provide free community passes, interactive programs, activities, and services to the widest possible audiences. Partnership services include:

- School visits;
- PC Connect bus passes, and community passes to various sites in and around Perth County;
- An in-house Snack Sharing Shelf;
- Sponsored events such as the Ontario Poetry Society's Summertime Soirée on June 17;
- Veterans Park garden bed programs and volunteer opportunities.

9. Other

9.1. Children and the Library policy update

The Library's *Children and the Library* policy, reviewed at the Board's April 25 meeting, references the Ontario Library Association's 'Children's Rights in the Public Library' statement from 1998, which indicates the role of a library to provide age-appropriate spaces, collections, services, programs, and resources. The Board wishes to change the word 'adult' to 'caregiver' on page 4 of the policy to comply more closely with the *Child, Youth and Family Services Act*:

"Children younger than twelve (12) years old must be accompanied by a caregiver while in the Library or at off-site events. During scheduled

programs, caregivers must remain in the library building, or in the immediate vicinity at off-site venues.”

Moved by: Andrew Fournier

Seconded by: Annamarie Murray

That the *Children and the Library* policy is approved as amended.

Carried 24-2023

10. Next Meeting

Tuesday, June 27, 2023. 6:30pm. West Perth Public Library.

11. Adjournment

Moved by: Anne Melady

Seconded by: Andrew Fournier

That we do now adjourn: 7:31pm

Carried 25-2023

Jesse Britton, Chair