



Board Meeting Minutes

Date and Time:	Tuesday, October 24, 2023
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Andrew Fournier, Annamarie Murray, Jacqueline Timmermans, Kim Wolf
Regrets:	Allison Schultz, Anne Melady, Kelly Reimer
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 6:32pm.

2. Approval of the Agenda

Moved by: Kim Wolf

Seconded by: Annamarie Murray

That the Agenda is approved as written.

Carried 36-2023

3. Declarations of Conflicts of Interest

There are no declarations of conflicts of interest.

4. Consent Agenda

Approval of the Board Minutes of the meeting held on September 26, 2023, Monthly Financial Report for September 2023, and the Monthly Statistics Report.

Moved by: Kim Wolf

Seconded by: Jacqueline Timmermans

That the Consent Agenda: Board minutes of September 26, 2023, the Monthly Financial Report and Monthly Statistic Report are approved.

Carried 37-2023

5. Business Arising

5.1. Board Member Information

Library Board members agree to post brief biographies of themselves on West Perth Public Library's website. The CEO will request information from each member, then draft a short paragraph for review and approval at a later meeting.

6. New Business

6.1. November/December Library Board meeting date

The next West Perth Public Library Board meeting is scheduled for Tuesday, November 28, 2023 when neither the Board Chair nor the CEO is available. The Board agrees to cancel this meeting, with the understanding that an alternate date may be selected before the end of 2023, if needed.

Moved by: Kim Wolf

Seconded by: Annamarie Murray

That the Library Board meeting scheduled on Tuesday, November 28, 2023 is cancelled.

Carried 38-2023

6.2. 2024 Library Board Meeting dates

The Library Board agrees to meet on the third Tuesday of each month—with the exceptions of July, August and December—in 2024, at 6:30pm at West Perth Public Library, unless otherwise stated.

Moved by: Jacqueline Timmermans

Seconded by: Andrew Fournier

That the 2024 Library Board Meeting dates are approved.

Carried 39-2023

7. Policies/Plans

7.1. Code of Conduct
7.2. Confidentiality and the Protection of Privacy
7.3. Donations, Sponsorships and Fundraising
7.4. Intellectual Freedom
7.5. Respect and Acknowledgement
7.6. Use of Technology

Board members review and update each policy for clarity in accordance with related legislation to ensure safe and respectful library practices.

Moved by: Jacqueline Timmermans

Seconded by: Kim Wolf

That updates to the West Perth Public Library policies above are approved and posted on the Library's website.

Carried 40-2023

8. Board Education & Advocacy

8.1. [Freedom of Information](#)

A brief video from the Toronto Public Library and the American Library Association on Intellectual Freedom—“*Libraries as battlegrounds: Defending Access to Information in a polarized world*” (September 2023)—is deferred to the Board's January 16, 2024 meeting.

8.2. Advocacy

West Perth Public Library looks for partnership and advocacy opportunities to address community needs and interests. Further to this, the Library seeks to bring provincial and federal services to West Perth for the convenience of all its residents:

- *Service Canada* will come to West Perth Public Library on the fourth Tuesday of each month—beginning in 2024—to assist with passports, Employment Insurance and Canada Pension Plan queries, and other Service Canada programs and products;
- *Free Tax Clinics*: In partnership with Huron Perth Public Health and Poverty2Prosperity, West Perth Public Library hopes to offer free tax clinics in the spring of 2024 to qualified residents. Volunteer tax assistants are required for this to move forward. More details will follow in January.

In partnership with the West Perth Heritage & Culture Committee and the Stratford-Perth Archives, West Perth Public Library has contributed to the

Municipality's Heritage Hike 'Central Mitchell Loop' booklet. The booklet contains a 3.5km walking tour map of Mitchell, with information and archived photos of local landmarks. Copies of the booklet are available at the Library and Municipal Town Hall.

9. Other

No other agenda items are discussed.

10. Next Meeting

Tuesday, January 16, 2024. 6:30pm. West Perth Public Library.

11. Adjournment

Moved by: Andrew Fournier

Seconded by: Jacqueline Timmermans

That we do now adjourn: 7:32pm

Carried 41-2023

Jesse Britton, Chair