



Board Meeting Minutes

Date and Time:	Tuesday, March 19, 2024
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Andrew Fournier, Kelly Reimer, Allison Schultz, Jacqueline Timmermans
Regrets:	Anne Melady, Annamarie Murray, 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 6:34pm.

2. Approval of the Agenda

The Board Chairperson adds agenda item **9.1. CEO Annual Performance Review**.

Moved by: Andrew Fournier

Seconded by: Allison Schultz

That the Agenda is approved as amended.

Carried 10-2024

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 February 20, 2024, Monthly Financial Report for January 2024, the Monthly Statistics Report and the CEO Quarterly Highlights for Winter 2024.

Moved by: Jacqueline Timmermans

Seconded by: Allison Schultz

That the Consent Agenda: Board minutes of February 20, 2024, the Monthly Financial Report, the Monthly Statistic Report and the CEO Quarterly Highlights for Winter 2024 are approved.

Carried 11-2024

5. Business Arising

5.1. Valuing Ontario Libraries Toolkit (VOLT) Update

The Ontario Library Service created the VOLT in efforts to quantify and measure a community's Social Return On Investment provided by its public library's many resources. These resources include physical, digital and non-traditional collections, programs, activities, community services and partnerships, staffing, access to technologies, meeting spaces, work and leisure areas, and much more.

According to the VOLT, West Perth Public Library provides an annual value of \$1 141 334.60 to its residents, which equals \$425.55 per library hour of operation.

6. New Business

6.1. Collection Development Overview

The CEO presents an overview of the Library's collection development process for information, including a general budget breakdown by format.

7. Policies/Plans

7.1. Health & Safety

7.2. Prevention of Workplace Violence

7.3. Workplace Discrimination and Harassment

Board members review and update the policies above for clarity in accordance with related legislation and best practices.

Moved by: Jacqueline Timmermans

Seconded by: Kelly Reimer

That updates to the West Perth Public Library's *Health & Safety, Prevention of Workplace Violence* and *Workplace Discrimination and Harassment* policies are approved and posted on the Library's website.

Carried 12-2024

8. Board Education & Advocacy

8.1. 'The library is not a place, it's a concept' – TedX Calgary

A brief video from a 2016 TedX Calgary session is deferred to a future meeting for discussion about information access and "building community".

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. Recent collaborations include the following:

- 'Celebrate Family' partners and activities on Family Day weekend at Municipal Town Hall, with a family free skate at the Arena;
- Author visit at the Youth Centre's Dungeons & Dragons session in March;
- Community Registration Day in February at the West Perth Community Centre to meet potential volunteers;
- Coming in April 2024: 'Drop everything and read' story time at the Perth Care 4 Kids office; Mitchell High School's Transition Day to inform graduating students with special needs about available community services.

West Perth Public Library is grateful to all volunteers and partner organizations who help to bring fun, educational, affordable programs and services for all ages into the community.

9. Other

9.1. CEO Annual Performance Review

The Library Board Chairperson and Vice-Chairperson conducted interviews with adult staff and Board members for feedback to include in the CEO's annual

performance review. The review was discussed with the CEO earlier in March.

10. Next Meeting

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

11. Adjournment

Moved by: Jacqueline Timmermans

Seconded by: Allison Schultz

That we do now adjourn: 7:32pm

Carried 13-2024

Jesse Britton, Chair