



Board Meeting Minutes

Date and Time:	Tuesday, April 16, 2024
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Andrew Fournier, Anne Melady, Kelly Reimer, Allison Schultz, Kim Wolf (virtually)
Regrets:	Annamarie Murray, Jacqueline Timmermans
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 6:33pm.

2. Approval of the Agenda

Moved by: Andrew Fournier

Seconded by: Anne Melady

That the Agenda is approved as written.

Carried 14-2024

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 March 19, 2024, Monthly Financial Report for February 2024, the Monthly Statistics Report and the PCIN 2023 Annual Report.

Moved by: Allison Schultz

Seconded by: Anne Melady

That the Consent Agenda: Board minutes of March 19, 2024, the Monthly Financial Report, the Monthly Statistic Report and the PCIN 2023 Annual Report are approved.

Carried 15-2024

5. Business Arising

There are no Business Arising agenda items to discuss.

6. New Business

6.1. Municipal Staff Development Day

The Municipality of West Perth will host a half-day (morning) training session for all municipal and library staff on May 7, 2024 at Municipal Town Hall. The Library CEO requests permission from the Library Board to open West Perth Public Library at 12pm (noon) on May 7 to ensure that all library staff may attend. The community will be notified about the morning closure through in-house signage, telephone voice messaging, on the Library's website and through its social media channels.

Moved by: Kim Wolf

Seconded by: Allison Schultz

That West Perth Public Library opens at 12pm on May 7, 2024 for library staff to attend a half-day Municipal Staff Development Day.

Carried 16-2024

6.2. PCIN Board Meeting – April 10, 2024

The PCIN Board—comprised of two Board members from each PCIN (Perth County Information Network) library—met on Wednesday, April 10, 2024 at Stratford Public Library for their quarterly meeting. The main agenda topics were the PCIN Strategic Plan, 2025 Budget considerations, Perth County Reads, and library service to Perth South.

St. Marys and Stratford public libraries have provided library service to Perth South residents for more than twenty years through contractual agreements. The Municipality of Perth South has now greatly reduced its budget allocation for library service for both St. Marys and Stratford public libraries, and these

respective Boards have declined the reduced rates. West Perth Public Library Board received a letter from the PCIN Board Chair dated April 15, 2024 requesting that all PCIN library Boards support each other by not negotiating separately with other municipalities to circumvent existing library service agreements.

Moved by: Allison Schultz

Seconded by: Andrew Fournier

That the West Perth Public Library Board supports fellow PCIN library Boards, and agrees not to circumvent existing library service agreements by negotiating separately with other municipalities.

Carried 17-2024

7. Policies/Plans

7.1. Community Information and Displays

7.2. Online Communications

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: Allison Schultz

Seconded by: Anne Melady

That the West Perth Public Library's *Community Information and Displays*, *Online Communications* and *Workplace Discrimination and Harassment* policies are approved and posted on the Library's website.

Carried 18-2024

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 shown for discussion of 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:

- ‘Drop Everything and Read’ story time at the Perth Care 4 Kids office;
- Later this month, West Perth and North Perth library staff will attend 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

No other agenda items are discussed.

10. Next Meeting

Tuesday, May 21, 2024. 6:30pm. West Perth Public Library.

11. Adjournment

Moved by: Andrew Fournier
Seconded by: Allison Schultz
That we do now adjourn: 7:33pm
Carried 19-2024

Jesse Britton, Chair