



Board Meeting Minutes

Date and Time:	Tuesday, September 17, 2024
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, Kim Wolf (virtually)
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

Addition of **6.3. 2025 Library Board Meeting Dates** under 'New Business'.

Moved by: Annamarie Murray

Seconded by: Allison Schultz

That the Agenda is approved as amended.

Carried 30-2024

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 June 18, 2024, the Monthly Accounts Payable – April, May, June, July 2024, the Monthly Statistics Report and the CEO Quarterly Highlights – Summer 2024.

Moved by: Anne Melady

Seconded by: Kelly Reimer

That the Consent Agenda: Board minutes of June 18, 2024, the Monthly Accounts Payable – April, May, June, July 2024, the Monthly Statistic Report and the CEO Quarterly Highlights – Summer 2024 are approved and accepted as information.

Carried 31-2024

5. Business Arising

5.1. Snack Sharing Shelf Update

In January 2023, the Library Board approved the introduction of a Snack Sharing Shelf (Motion 04-2023) at West Perth Public Library to supplement supplies at the Mitchell Food Bank and other local food sources. A small number of patrons enjoyed the Shelf regularly. Unfortunately, ongoing crumb and food spills inside the building attracted insects throughout the winter and spring 2024. Since corporate sponsorship ended in June 2024, snack offerings paused at that time and have not resumed. Library staff continue to provide information on local food sources as requested.

5.2. Library Board Report – VOLT, with 2023 Social Return on Investment

The Library CEO presents the 2023 Valuing Ontario Libraries Toolkit (VOLT) results for West Perth Public Library. This is a toolkit from the Ontario Library Service to measure a public library's social return on investment (SROI) by analysing the economic benefit of its varied resources to the community served. According to the VOLT, West Perth Public Library provided \$213 of economic benefit per resident in 2023, resulting in a total SROI of \$1 922 968 of value to the West Perth community.

6. New Business

6.1. 2025 Draft Library Budget, with Board Report

The Library Board reviews the 2025 Draft Budget with preliminary funds for each budget line. The Library CEO will include the 2025 Draft Library Budget on the Board's October 15 meeting agenda to review additional updates.

6.2. 2025-2035 Library Capital Projects

The Library Board reviews a ten-year forecast of potential Library capital projects. Projects that qualify for development charges coverage must show service growth/expansion. Potential library projects included in its ten-year forecast are external security cameras and two lending kiosks.

6.3. 2025 Library Board Meeting Dates

Board members discuss whether or not to continue to hold meetings on the third Tuesday of each month at 6:30pm into the new year. The CEO will redistribute a list of 2025 meeting dates to Board members at their October 15 meeting.

7. Policies/Plans

No library policies/plans are reviewed.

8. Board Education & Advocacy

8.1. [Development Charges for Ontario Public Libraries](#)

This video outlining development charges for Ontario public libraries is deferred to a future meeting for information.

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:

- West Perth Public Library offered two family-friendly programs during the 'Mitchell 150' anniversary festivities this summer as part of larger community efforts;
- This summer's 'Library on Location' (283 total attendees at 6 sessions) at various local venues, as well as the 'Summer Kids' Club' (626 total attendees at 48 sessions) at the Library and Mitchell Lions Park were both very successful programs. The Library joins community partners to provide fun learning opportunities to young families;
- In June, PCIN introduced the inaugural 'Perth County Reads' literacy campaign, selecting One Book by a living Canadian author around whose themes were used to plan programs which will culminate in author visits this fall;

- Dungeons & Dragons sessions recommenced at the Youth Centre in September, with additional volunteers—adults and teens (former participants)—and groups to accommodate more participants this season. If any further groups are added due to increased registration, a venue larger than the Youth Centre will be required.

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, October 15, 2024. 6:30pm. West Perth Public Library.

11. Adjournment

Moved by: Jacqueline Timmermans

Seconded by: Allison Schultz

That we do now adjourn: 7:53pm

Carried 32-2024

Jesse Britton, Chair