



Board Meeting Minutes

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| Date and Time: | Tuesday, October 15, 2024 |
| Location: | West Perth Public Library, 105 St. Andrew Street, Mitchell ON |
| Present: | Jesse Britton, Annamarie Murray, Kelly Reimer, Allison Schultz, Kim Wolf (virtually) |
| Regrets: | Andrew Fournier, Anne Melady, 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 6:55pm.

2. Approval of the Agenda

Moved by: Annamarie Murray

Seconded by: Kelly Reimer

That the Agenda is approved as written.

Carried 33-2024

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 September 17, 2024, the Monthly Accounts Payable – August 2024, and the Monthly Statistics Report.

Moved by: Kelly Reimer

Seconded by: Allison Schultz

That the Consent Agenda: Board minutes of September 17, 2024, the Monthly Accounts Payable – August 2024, and the Monthly Statistic Report are approved and accepted as information.

Carried 34-2024

5. Business Arising

5.1. 2025 Library Draft Budget Update

The Municipality of West Perth is in the process of finalizing 2025 departmental operating budget submissions to present to Municipal Council in December. The Library's operating budget has increased from its 2024 submission in the areas of salaries and benefits, collections, supplies, utilities, insurance, and building and tech maintenance. Departmental capital budget submissions will be submitted for Council approval at a later date.

5.2. 2025 Library Board Meeting Dates

Library Board meeting dates will be scheduled on the third Tuesday of each month—except in July, August and December—at 6:30pm in 2025. The Library CEO will email meeting invitations to all Board members.

Moved by: Kim Wolf

Seconded by: Allison Schultz

That the 2025 Library Board Meeting Dates are approved as presented.

Carried 35-2024

6. New Business

6.1. PCIN Board Meeting – September 11, 2024

The PCIN Board met on Wednesday, September 11 at Perth East Public Library. Agenda items included PCIN Board by-laws, a 2025 PCIN budget update, a Perth South library service update, and a review of PCIN Strategic Action Items for staff. PCIN Strategic Action Items are presented to the Board as information.

The next PCIN Board meeting is scheduled for November 13, 2024 at St. Marys Public Library.

7. Policies/Plans

No Library policies are discussed.

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 now offers two pairs of Mitchell Hawks hockey tickets as part of its Community Passes collection;
- The 'Perth County Reads' literacy campaign continues with themed programs at all PCIN locations based on the novel, *Cold*, by Drew Hayden Taylor;
- 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.

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. Closed Session

Jesse Britton, Board Chairperson, calls a Closed Session at 7:22pm.

A draft service contract is discussed for input.

Moved by: Annamarie Murray

Seconded by: Kelly Reimer

That the Closed Session adjourns and Open Session resumes at 7:44pm.

Carried 36-2024

10. Other

No other agenda items are discussed.

11. Next Meeting

Tuesday, November 19, 2024. 6:30pm. West Perth Public Library.

12. Adjournment

Moved by: Kelly Reimer

Seconded by: Allison Schultz

That we do now adjourn: 7:48pm

Carried 37-2024

Jesse Britton, Chair