



Board Meeting Minutes

Date and Time:	Tuesday, January 21, 2025
Location:	West Perth Public Library, 105 St. Andrew Street, Mitchell ON
Present:	Jesse Britton, Annamarie Murray, Kelly Reimer (virtually), Allison Schultz, Jacqueline Timmermans, Kim Wolf (virtually)
Regrets:	Anne Melady, Andrew Fournier
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: Allison Schultz
Seconded by: Jacqueline Timmermans
That the Agenda is approved as written.
Carried 01-2025

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 November 19, 2024, the Monthly Accounts Payable – October and November 2024, the Monthly Statistics Report, and the CEO Quarterly Highlights – Fall 2024.

Moved by: Annamarie Murray

Seconded by: Jacqueline Timmermans

That the Consent Agenda: Board minutes of November 19, 2024, the Monthly Accounts Payable – October and November 2024, the Monthly Statistic Report, and the CEO Quarterly Highlights – Fall 2024 are approved and accepted as information.

Carried 02-2025

5. Business Arising

5.1. 2025 Library Budget Update

Municipal Council will meet on January 27, 2025 to discuss the 2025 Budget, including West Perth Public Library's operating and capital proposals.

5.2. Memorandum of Agreement – West Perth Public Library and the Municipality of West Perth

The Municipality of West Perth provides specified services on behalf of the Library, including Human Resources, Facilities Maintenance, Finance, and Marketing. A Memorandum of Agreement (MOA) outlining departmental responsibilities is submitted to the Library Board for discussion and input. The MOA will be sent to the Municipal Chief Administrative Officer for edits, and then sent back to the Library Board Chair for final approval.

Moved by: Kim Wolf

Seconded by: Allison Schultz

That the Memorandum of Agreement is approved as written, and is to be sent to the Municipal Chief Administrative Officer for review.

Carried 03-2025

6. New Business

6.1. 'Friends of the Library' Volunteer Group

West Perth Public Library has enjoyed the assistance of a 'Friends of the Library' group of dedicated, adult volunteers since 2007. Over the years, the group has organized many book sales and special events on behalf of the Library toward new resources and furnishings that continue to enhance our building. All volunteer services were suspended during provincial pandemic restrictions, and the group decided to disband in November 2024. At that time,

the 'Friends' donated the balance of the volunteer group's proceeds of \$2282.59 back to the Library.

Both the Library staff and Board members wish to thank all 'Friends of the Library' for generously giving their time, attention and considerable efforts to make West Perth Public Library a welcoming place for everyone in the community.

6.2. Ontario Library Association Annual Conference – January 29-February 1, 2025

The Ontario Library Association (OLA) hosts its annual conference for all library staff, Board members, volunteers and vendors at the Metro Toronto Convention Centre and virtually from January 29-February 1, 2025. Session topics range from information resources and digital platforms, to welcoming and serving people of all ages, cultures and abilities, to AI and new technologies, and much more for all types of libraries. As part of providing ongoing training opportunities, West Perth Public Library staff and Board members will receive login information to attend the conference virtually. Session schedules and information are online at www.accessola.com.

7. Policies/Plans

7.1. Accessibility

7.2. Code of Conduct

7.3. Confidentiality and the Protection of Privacy

7.4. Donations, Sponsorships and Fundraising

7.5. Intellectual Freedom

Policies are reviewed, edited and approved for the Library's website.

Moved by: Kim Wolf

Seconded by: Kelly Reimer

That the *Accessibility, Code of Conduct, Confidentiality and the Protection of Privacy, Donations, Sponsorships and Fundraising, and Intellectual Freedom* policies are approved as updated.

Carried 04-2025.

8. Board Education & Advocacy

8.1. 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:

- Dungeons & Dragons sessions recommenced at the Youth Centre, with additional volunteers needed to accommodate the program's growing popularity;
- Planning has begun for February's 'Celebrate Family' Family Day weekend second annual event. The Library and many partner organizations will host a variety of family-friendly activities to welcome and engage all community members.

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, February 18, 2025. 6:30pm. West Perth Public Library.

11. Adjournment

Moved by: Annamarie Murray

Seconded by: Jacqueline Timmermans

That we do now adjourn: 7:27pm

Carried 05-2025

Jesse Britton, Chair