



## Board Meeting Minutes

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**Date and Time:** Tuesday, October 21, 2025

**Location:** West Perth Public Library, 105 St. Andrew Street, Mitchell ON

**Present:** Jesse Britton, Andrew Fournier (virtually), Annamarie Murray, Kelly Reimer, Allison Schultz, Jacqueline Timmermans, Kim Wolf

**Regrets:** Anne Melady

**Staff Present:** Rosemary Minnella

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***West Perth Public Library is a welcoming space  
where everyone can explore, connect, and learn***

### **1. Call to Order**

Jesse Britton, Library Board Chairperson, calls the meeting to order at 6:34pm.

### **2. Approval of the Agenda**

Moved by: Annamarie Murray

Seconded by: Allison Schultz

That the Agenda is approved as written.

Carried 27-2025

### **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 September 16, 2025, the Monthly Statistics Report and the Monthly Financial Report (Accounts Payable) – August 2025.

Moved by: Kelly Reimer

Seconded by: Kim Wolf

That the Consent Agenda: Board minutes of September 16, 2025, the Monthly Statistic Report and the Monthly Financial Report from August 2025 are approved and accepted as information.

Carried 28-2025

## **5. Business Arising**

### **5.1. Mitchell District Arena and Community Centre Open House – September 29, 2025**

The Municipality of West Perth hosted a Community Open House at the Community Centre/Arena on September 29, 2025. Information for different renovation options was on display, and municipal staff and councillors answered questions. Attendees were invited to complete comment cards with questions and input regarding future plans for the Arena building. Municipal staff have gathered feedback to determine next steps in the community engagement and planning process.

### **5.2. Municipal Staff Development Day – October 16, 2025**

The Municipality hosted a half-day of professional development sessions on Thursday, October 16, 2025, which included presentations on leadership, risk management and public safety. West Perth Public Library opened at 1pm on October 16 to allow library staff to attend. Community members were notified of the Library's half-day closure—approved by the Library Board (Motion 25-2025)—in-house, online and by a telephone voice message for one month prior.

## **6. New Business**

### **6.1. 2026 Library Budget Draft**

Library Budget figures for 2026 are presented for review. Approved figures will be included in the Municipality's budget proposal to Council in the coming weeks.

Moved by: Kim Wolf

Seconded by: Allison Schultz

That the 2026 Library Budget is approved for submission to Municipal Council consideration.

Carried 29-2025

## **7. Policies/Plans**

### **7.1. Library Board Policies**

### **7.2. Collections, with 'Request for Reconsideration' form**

### **7.3. Information Services**

### **7.4. Meeting Space Rentals, with 'Meeting Space Rentals Application' form**

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

Moved by: Jacqueline Timmermans

Seconded by: Kim Wolf

That the *Library Board policies, Collections, Information Services and Meeting Space Rentals policies* are approved as updated, as are the 'Request for Reconsideration' and 'Meeting Space Rentals Application' forms.

Carried 30-2025.

## **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:

- Perth County Reads literacy activities for all ages continued throughout the fall to promote Dan Needles' book, *Finding Larkspur*. The contest to join the author for lunch has now closed;
- New community pass:
  - Kustermans Adventure Farm pass is valid from April to December, offering free admission for up to four people to the family-friendly venue in Mount Brydges;
- Paws 4 Stories: The Library will host a service animal from the St. John Ambulance and its handler each Thursday evening in November. School-aged children read to a service animal to practice reading and literacy skills;
- Dungeons & Dragons: This program, in partnership with the Youth Centre, continues to be very popular. The Youth Centre is looking for additional volunteers to assist on Monday evenings.

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

**11. Adjournment**

Moved by: Andrew Fournier

Seconded by: Allison Schultz

That we do now adjourn: 7:44pm

Carried 31-2025

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Jesse Britton, Chair