

**North Perth Public Library Board
Meeting Minutes
Municipality of North Perth – Administration Office
Committee Room**

Date: October 8, 2024

Time: 7:00 pm

Members Present Terrance Ritchie
 Raisa Abraham
 Lee Anne Andriessen
 Matt Richardson
 Martin Shadwick

Members Absent Bernice Weber Passchier (on leave)

Staff Present Library CEO Ellen Whelan
 Recording Secretary Heidi Dorscht

1. Call To Order

Chair Ritchie called the meeting to order at 7:05 p.m.

2. Land Acknowledgement Statement

Chair Ritchie stated “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

3. Additions to/Approval of Agenda

Moved by: Matt Richardson

Seconded by: Martin Shadwick

THAT: The agenda for tonight's meeting be approved, as presented.

CARRIED

4. Declarations of pecuniary interest

Chair Ritchie declared pecuniary interest on item 9.1 as he is a vendor/payee on the accounts payable.

5. Approval of minutes from previous meeting

5.1 October 1, 2024 North Perth Public Library Board Meeting Minutes

Moved by: Matt Richardson

Seconded by: Raisa Abraham

THAT: The minutes from the October 1, 2024, North Perth Public Library Board meeting be approved, as presented.

CARRIED

6. Correspondence

6.1 CFLA Board Meeting Update

CEO Whelan provided a brief overview of the CFLA Board Meeting Update.

6.2 CFLA Endorsement

CEO Whelan provided a brief summary of the CFLA Endorsement of the Prison Libraries Network's Position Statement.

7. Business Arising from the Minutes

8. Friends Report

8.1 Dolly Parton Imagination Library Presentation

Stacey Ash, Chair of the Friends of the Library, provided a presentation of Friends including their three focal points; youth literacy, skill literacy and culture literacy. Discussion occurred regarding Dolly Parton's Imagination Library. Highlights included:

- 500 children in North Perth have already registered, Friends expect to reach 600 children.
- Ensuring it is a community wide program
- Possibility of a MOU between the Board and Friends

Moved by: Matt Richardson

Seconded by: Martin Shadwick

THAT: The North Perth Public Library Board directs the CEO to purchase resources from the Friends of the Library in the amount of \$2,100.00 per year from the collections budget to support literacy in North Perth for the years 2024 and 2025.

CARRIED

Terrance Ritchie exited the Committee Room. Raisa Abraham assumed the position of Chair.

9. Financial Report

9.1 Accounts Payable

Moved by: Matt Richardson

Seconded by: Martin Shadwick

THAT: The Account payable dated the May 27, 2024 through to September 13, 2024, be approved.

CARRIED

Terrance Ritchie returned to the Committee Room and reassumed the position of Chair.

9.2 Business Plan

CEO Whelan provided an overview of the business plan which will form part of the budget presented to Council. Discussion occurred regarding the libraries social return on investments (\$5.67).

9.3 Budget Submission

Discussion occurred regarding the budget submission. External public relations person was not included in the budget.

Lee Ann Andriessen exited the Committee Room.

Lee Ann Andriessen returned to Committee Room

Moved by: Lee Ann Andriessen

Seconded by: Raisa Abraham

THAT: The North Perth Library Board approves the projected budget for 2025, as presented.

CARRIED

10. Board Development

10.1 BL-01 Board Procedural By-laws

CEO Whelan provided a summary of the updated procedural by-law

Moved by: Lee Anne Andriessen

Seconded by: Martin Shadwick

THAT: The North Perth Public Library Board approves the procedural by-law, as presented.

CARRIED

11. Library Updates

11.1 Manager of Branch Experience

CEO Whelan provided a summary of the Manager of Branch Experience Report. The following items were highlighted:

- Community crafts a partnership with Community Living North Perth. The program is full, with a waitlist.
- Adult Make & Take Kits
- Countdown to Fall
- Membership for Listowel went up by 50, but the active number did not change.

11.2 Digital Initiatives Report

CEO Whelan provided a summary of the Coordinator of Digital Initiatives Report. Highlighted items included:

- Reached on Facebook
- Engagement has increased
- All prized packs were branded

11.3 Summer Report

11.4 Lending Report by User Location

CEO Whelan provided a summary of the Lending Report by User Location. Numbers in Monkton are expected to increase with the installation of the ice.

11.5 Perth County Information Network

CEO Whelan advised the final stages of the strategic plan should be completed at the next meeting.

11.6 United Way and the Access Centre

CEO Whelan advised that a communication document that will be shared. ESA 2 and heritage impact statement must now be completed. Kathy Vassilakos will be attending in November.

12. Other Business

13. In Camera Session - None

14. Adjourn

Moved by: Matt Richardson

Seconded by: Raisa Abraham

THAT: The meeting adjourns at 8:50 p.m. to meet again on November 12, 2024, at 7:00 p.m. in the Committee Room.

CARRIED

"Original signed by Terrance Ritchie"

Terrance Ritchie – Chair

"Original signed by Sarah Carter on behalf of"

Heidi Dorscht – Recording Secretary