



Perry Township Public Library

Minutes for June 25, 2025
Board meeting

**Perry Township Public Library (Meeting room 1) 25 Joseph Street, Emsdale,
Ontario**

Members in attendance: Margaret Ann MacPhail, Chantel Marshall, Karen Robinson, Linda Hofstetter, Norm Hofstetter.

Guests in Attendance: None

Staff: Leah Perron, Kim Seguin, Beth Morton.
Call to order 12:59

MOTION # 1 Approval of agenda: **Carried**

Declaration of any conflict of interest - None

MOTION # 2 Approval of minutes of the following meetings - **Carried**

- Regular meeting April 9, 2025
- Special meeting May 22, 2025

Current business:

MOTION # 3 The Perry Township Public Library Board hereby appoints Leah Perron as the CEO and Secretary of the Perry Township Public Library Board. **Carried**

3.1 Strategic plan. - Wait for Leah to get direction from the board after a year.

MOTION # 4 Implementation of the program proposal (Res) Add a section for volunteers. Implement in September 2025. **Carried**

MOTION # 5 The Perry Township Public Library Board hereby accepts the following reports from the Treasurer: April 2025, May 2025. **Carried**

Proposal to schedule a meeting in July. Proposed date: July 16th, 1 pm. In meeting room 1.

Proposal to set up a 'Meet the Librarian' day after the board meeting in July. 2-4 pm with refreshments and take-and-make for kids. Can utilize the kitchen for refreshments.

Correspondence

- From Lyn McIntosh: Women's Institute Tweedsmuir history books support placement in the library. Will phone Lyn to let her know that we will keep the book, and the board has approved it.
- Norm - consider inviting residents (longtime) in order to learn more history, Dalton Marshal, 101 years old/Ms Clark, etc. Leah suggested a Libe Library Project, where you can 'check out' people with your library in order to learn more about the community's history from the people who lived it.

Chairpersons remarks

- Grateful for where the library is now, onwards and upwards and excited for the future.

Treasurers report

- New lease for new printer, using the current printers to use up the toner, will see significant savings.
- Not knowing what happened to the Adobe license, Kim proposes going ahead and purchasing a 3-year perpetual license. This will enable Leah to organize agendas and edit and format PDF documents. \$424 for the 3 years.
- Canva Pro- annual, no longer have. Leah to bring forward future budgeting item. **Carried.**

CEOs Report

MOTION # 6 The Perry Township Public Library Board hereby accepts the following reports on behalf of the CEO

- April 2025 CEO's report
- May 2025 CEO's report
- "New" CEO's report. **Carried.**

MOTION # 7 The Perry Township Public Library Board hereby receives and approved the following Program Committee Meeting Minutes as presented:

- Programming meeting minutes, March 20, 2025
- Programming meeting minutes, May 15, 2025.

- Board made aware that staff would be working on Canada Day, paid 1.5 x plus stat pay. In future, we will utilize volunteers.
- Friends of the library - more info? Funding or programming? Policies, not-for-profit organization number, etc. Must be at arm's length, can not be in communication with the Board, only staff members (CEO). Leah will reach out to her contacts to get more information.
- Volunteers? Volunteer package to be sent out. Criteria for volunteering. Similar to joining the Library Board.

Carried

New Business.

Comment box

None by email or in the comment box.

Nothing to note. Should we find a different format? "Got a suggestion? Let us know here!" - Proposed to use "Suggestion Box" instead of comment.

Linda has the June 15, 2025, programming committee meeting minutes. Meeting again on July 3, 2025. Minutes will be presented to the board next meeting.

Closed meeting - Not required

Adjournment - 1:56 pm.