

Perth County Information Network Board Meeting

Meeting Minutes

Date: November 10, 2021

Time: 6:30pm

Location: remotely via Zoom

Present

Perth East Public Library Lois Baillie
North Perth Public Library John McLeod, Shirley Lynch
St. Marys Public Library N/A
Stratford Public Library Michael Corbett, Lorraine Butson
West Perth Public Library Jacqui Timmermans

Staff: Sarah Andrews, Julia Merritt, Rosemary Minnella, Krista Robinson, Ellen Whelan, Kendra Roth
Regrets: Lynda Hodgins, Melinda Zurbrigg, Anne Melady

1. Call to Order

Meeting was called to order at 6:31pm by Chair Michael Corbett. Quorum present. Michael Corbett made opening comments and welcomed all attendees.

2. Approval of the Agenda

*2021-19 Motion that the proposed agenda be accepted.
Moved by Lorraine Butson, seconded by John McLeod and carried.*

3. Approval of the minutes from September 15, 2021

*2021-20 Motion that the minutes from September 15, 2021 be accepted.
Moved by Shirley Lynch, seconded by Jacqui Timmermans and carried.*

4. Business Arising from the Minutes

Non business arising from the minutes.

5. Management's Report

Kendra Roth led discussion on the previously circulated "PCIN Management Committee Report." Kendra highlighted that the PCIN Management Committee has focused on UMS parameters and fines free model for PCIN members.

*2021-21 Motion to accept this document as information
Moved by Lorraine Butson, seconded by John McLeod and carried.*

6. Systems Admin Report

Krista Robinson led discussion on the previously circulated "Systems Administration Report." Krista highlighted the work she has been doing, and the new contract with GoTech for system monitoring and technical support. Board members inquired about sharing the value of books on checkout receipts, how the public can access the PCIN libraries online catalogue: BiblioCommons, and automatic renewals.

*2021-22 Motion to accept these documents as information
Moved by Lorraine Butson, seconded by Shirley Lynch and carried.*

7. New Business

7.1 Fines Free - UMS

Rosemary Minnella led the discussion on UMS Parameters for PCIN accounts. Board members discussed the process of when accounts would be sent to UMS and the process the company would use to retrieve materials.

*2021-23 Motion to accept this document as information, AND THAT the PCIN Board approve the hiring of Unique Management Services (UMS) for materials recovery.
Moved by Lorraine Butson, seconded by John McLeod and carried.*

7.2 PCIN Board 2022 Meeting Schedule

Kendra Roth led the discussion on the 2022 meeting schedule; highlighting that in-person meetings will be dependent on Public Health Unit recommendations and guidelines.

*2021-24 Motion to accept this document as information, AND THAT the Board approve the PCIN Board 2022 Meeting Schedule
Moved by Lois Baillie, seconded by Shirley Lynch and carried.*

8. Next Meeting – Wednesday, April 13, 2022 at 6:30pm at Perth East Public Library (or via Zoom).

9. Adjournment

*2021-25 Motion to adjourn at 7:17pm.
Moved by Jacqui Timmermans, seconded by John McLeod and carried.*