

**Public Library Board of Trustees
City of Peterborough
March 29, 2016**



**Minutes of a Meeting of the Public Library Board of Trustees Held on
March 29, 2016 at the Library Training Room, 345 Aylmer Street North.**

The meeting of the Public Library Board of Trustees was called to order at 7:00 p.m. in the Library Training Room, 345 Aylmer Street North.

Present:

Leslie Woolcott
Barb Connor
Steven MacDonald
Eric Prevost
Teresa Kerr, Vice Chair

Regrets:

Mauro DiCarlo
Paul Stern, Chair
Councillor Riel
Councillor Baldwin

Staff:

Jennifer Zoethout, Library Manager/CEO
Natalie Garnett, Deputy Clerk
Jennifer Jones, Head Librarian
Ken Doherty, Director of Community Services
Mary Gallop, Manager of Facilities and Special Projects

Minutes – February 23, 2016

Moved by Eric Prevost

**That the minutes of the Public Library Board of Trustees meeting held on
February 23, 2016 be approved as amended.**

"CARRIED"

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Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

Moved by Barb Connor

That items 6 and 7 be approved as part of the Consent Agenda.

“CARRIED”

Library Manager/CEO
Report PPL16-019
DeLaFosse Extended Hours

Moved by Barb Connor

That the Peterborough Public Library Board of Trustees approve the recommendation outlined in Report PPL16-019 dated March 29, 2016 of the Library Manager/CEO, as follows:

That the Library hours of operation at the DeLaFosse Branch for the period of May 2-19, 2016 be approved as follows:

Monday-Thursday	10:00 a.m. – 8:00 p.m.
Friday	10:00 a.m. – 5:00 p.m.
Saturday	10:00 a.m. – 5:00 p.m.

“CARRIED”

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Library Manager/CEO
Report PPL16-012
Library Manager/CEO Report February/March 2016

Moved by Barb Connor

That the Peterborough Public Library Board of Trustees approve the recommendation outlined in Report PPL16-012 dated March 29, 2016 of the Library Manager/CEO, as follows:

That Report PPL16-012 of the Library Manager/CEO be received for information.

“CARRIED”

Manager of Facilities and Special Projects
Report PPL16-016
Renovation Project Update

Mary Gallop, Manager of Facilities and Special Projects provided a presentation on the upcoming Library renovation project.

Moved by Steven MacDonald

That the Peterborough Public Library Board of Trustees receive Report PPL16-016, dated March 29, 2016 of the Library Manager/CEO, as follows:

That the presentation dated March 29, 2016, by Mary Gallop, Special Projects Manager, on the Library Renovation be received for information.

“CARRIED”

Renovation Design for Library

Laura Murray, Children's Services Librarian; Kelly Plunkett, Children's Services Technician; Karen Bisschop, Information Services Librarian; Laura Gardner, Collection Development Librarian and Patricia Scofield, Information Services Technician, attended the meeting to discuss a letter provided to the Library Board from staff members regarding concerns with the renovation design for the Library.

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Moved by Leslie Woolcott

That the Peterborough Public Library Board of Trustees receive the presentation and letter dated March 24, 2016 from staff regarding concerns with the renovation design for the Library.

“CARRIED”

The meeting recessed at 8:20 p.m. and resumed at 8:30 p.m.

Library Manager/CEO
Report PPL16-017
SOLS Presentation on Municipal/Board Relationships

Peggy Malcolm from the Southern Ontario Library Service provided a presentation on the Library Board and municipal relationship.

Moved by Leslie Woolcott

That the Peterborough Public Library Board of Trustees receive Report PPL16-017, dated March 29, 2016 of the Library Manager/CEO, as follows:

That the presentation dated March 29, 2016, by Peggy Malcolm, Library Consultant, SOLS, on the municipal/Board relationship be received for information.

“CARRIED”

Head Librarian
Report PPL16-014
Summer Hours of Operation

Moved by Barb Connor

That the Library Board approve Report PPL16-014 dated March 29, 2016, as follows:

That the proposed change to the Library hours of operation for the period of May 24, 2016 - September 4, 2016 be approved as follows:

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**Main Branch
10:00 am - 7:00 pm
Monday - Thursday**

**DeLaFosse Branch
2:00 pm - 7:00 pm
Tuesday, Thursday**

**10:00 am - 5:00 pm
Friday, Saturday**

**10:00 am - 3:00 pm
Saturday**

**2:00 pm - 5:00 pm
Sunday**

"CARRIED"

**Library Manager/CEO
Report PPL16-015
Library Services for Refugees**

Moved by Steven MacDonald

That the Peterborough Public Library Board of Trustees receive Report PPL16-015, dated March 29, 2016 of the Library Manager/CEO, as follows:

That Report PPL16-015 be received for information.

"CARRIED"

**Library Manager/CEO
Report PPL16-013
French Language Resources**

Moved by Eric Prevost

That the Peterborough Public Library Board of Trustees approve the recommendation outlined in Report PPL16-013, dated March 29, 2016 of the Library Manager/CEO as follows:

That report PPL16-013 on the Library's French Language collection be received for information.

"CARRIED"

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Library Manager/CEO
Report PPL16-018
Policy Development Framework

Detailed discussion on report PPL16-018 will be deferred.

Moved by Barb Connor

That the Peterborough Public Library Board of Trustees approve Report PPL16-018, dated March 29, 2016 of the Library Manager/CEO, as follows:

That the Library Board receive Policy PPL16-018, regarding Policy Development.

“CARRIED”

Friends of the Library
Verbal Report
Update on Activities

Barb Connor provided an update on activities of the Friends of the Library. The book sale held March 4th generated \$11,932. Friends of the Library have made a donation of \$30,000 to the Library.

Moved by Eric Prevost

That the verbal update from the Friends of the Library be received for information.

“CARRIED”

Library Foundation
Verbal Report
Update on Activities

Teresa Kerr provided an update on activities of the Library Foundation.

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Moved by Barb Connor

That the verbal update from the Library Foundation be received for information.

"CARRIED"

Other Business

The discussion on Extended Library Hours will be deferred to the April meeting.

Next Meeting

The Vice Chair indicated that the next Board meeting will be held on April 26, 2016.

Adjournment

Moved by Eric Prevost

That this meeting of the Public Library Board of Trustees adjourn at 9:30 p.m.

"CARRIED"

Natalie Garnett
Deputy Clerk

Teresa Kerr
Vice Chair