

**Public Library Board of Trustees
City of Peterborough
March 28, 2017**



**Minutes of a Meeting of the Public Library Board of Trustees Held on
March 28, 2017 at the DelaFosse Branch, 729 Park Street.**

The meeting of the Public Library Board of Trustees was called to order at 7:05 p.m. at the DelaFosse branch, 729 Park Street.

Present:

Paul Stern, Chair
Leslie Woolcott
Mauro DiCarlo
Barb Connor
Councillor Baldwin
Teresa Kerr, Vice Chair
Councillor Riel

Regrets:

Steven MacDonald
Garth Wedlock

Staff:

Natalie Garnett, Deputy City Clerk
Jennifer Jones, Acting Library Manager/CEO
Ken Doherty, Director of Community Services

Minutes – February 28, 2017

Moved by Councillor Baldwin

**That the minutes of the Public Library Board of Trustees meeting held on
February 28, 2017 be approved as circulated.**

“CARRIED”

Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

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Closed Session

Moved by Mauro DiCarlo

That Committee move into Closed Session to discuss one item under Section 239(2)(d) Labour relations or employee negotiations.

“CARRIED”

Committee convened in Closed Session at 7:06 p.m.

Committee moved out of Closed Session at 7:23 p.m.

Open Session

Moved by Mauro DiCarlo

That Jennifer Jones be appointed the Chief Executive Officer of the Peterborough Public Library.

“CARRIED”

Consent Agenda

Moved by Councillor Baldwin

That Item 9 be approved as part of the Consent Agenda

“CARRIED”

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Acting Library Manager/CEO
Report PPL17-018
SOLS Trustee Council – 2017 Spring Meeting

Moved by Councillor Baldwin

That the Library Board approve the recommendation outlined in Report PPL17-018 dated March 28, 2017, of the Acting Library Manger/CEO, as follows:

That Report PPL17-018 be received for information.

“CARRIED”

Acting Library Manager/CEO
Report PPL17-015
Updates from the Foundation and Friends of the Library

Moved by Leslie Woolcott

That the Library Board approve the recommendations outlined in Report PPL17-015 dated March 28, 2017, of the acting Library Manager/CEO, as follows:

- a) That a verbal report to inform the Library Board on the status of the Peterborough Public Library Foundation by Teresa Kerr, be received for information; and,**
- b) That a verbal report to inform the Library Board on the status of the Friends of the Peterborough Public Library by Barb Connor, be received for information.**

“CARRIED”

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Acting Library Manager/CEO
Report PPL17-016
Memorandum of Understanding Update

Teresa Kerr provided an update on the Memorandum of Understanding.

Moved by Barb Connor

That the Library Board approve the recommendation outlined in Report PPL17-016 dated March 28, 2017, of the Acting Library Manager/CEO, as follows:

That a verbal report to inform the Library Board of the status of the Library Board/City of Peterborough Memorandum of Understanding by the Committee's Chair, be received for information.

"CARRIED"

Ken Doherty, Director of Community Services, left the meeting at 7:38 p.m.

Acting Library Manager/CEO
Report PPL17-020
Library Operational Goals - Update

Moved by Teresa Kerr

That the Library Board approve the recommendations outlined in Report PPL17-020 dated March 28, 2017, of the Acting Library Manager/CEO, as follows:

- a) That Report PPL17-020 be received for information;**
- b) That the 2017 Library Operational Goals are as follows: move back to Aylmer Street location, strategic plan, performance reviews for unionized staff, staff recognition, enhanced communication, improved customer service, update website and social media, new/expanded programming, refresh of the library brand, implement any changes as a result of the adoption of the MOU; and,**

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- c) That the 2017 Library Board Goals are as follows: complete MOU, strategic plan, complete performance appraisal of Library CEO, ensure library services are delivered throughout the community, grand opening of Aylmer Street location, review existing policy framework, review by-laws, and review Board performance.

“CARRIED”

**Acting Library Manager/CEO
Report PPL17-014
Acting Library Manager/CEO Report March 2017**

Moved by Councillor Riel

That the Library Board approve the recommendation in Report PPL17-014 dated March 28, 2017, of the acting Library Manager/CEO as follows:

That Report PPL17-014 be received for information.

“CARRIED”

**Acting Library Manager/CEO
Report PPL17-017
Library Strategic Plan – Status Update**

Moved by Leslie Woolcott

That the Library Board approve Report PPL17-017, dated March 28, 2017 concerning the Library Strategic Plan, as follows:

That Report PPL17-017 of the Acting Library Manager/CEO be received for information.

“CARRIED”

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Acting Library Manager/CEO
Report PPL17-019
Grand Opening Update

Moved by Barb Connor

That the Library Board approve the recommendation outlined in Report PPL17-019 dated March 28, 2017, of the Acting Library Manger/CEO, as follows:

That a verbal report to inform the Library Board of the status of the plans for the Library Grand Opening at the Aylmer Street location, be received for information.

"CARRIED"

Acting Library Manager/CEO
Report PPL17-021
Library Association Memberships - Update

Moved by Councillor Baldwin

That the Library Board approve the recommendations outlined in Report PPL17-021 dated March 28, 2017, of the acting Library Manager/CEO, as follows:

- a) That Report PPL17-020 be received for information; and,**
- b) That the library's FOPL membership not be renewed at this time.**

"CARRIED"

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Acting Library Manager/CEO
Report PPL17-022
Library Card Registration Policy

Moved by Teresa Kerr

- a) That a decision on the Library Card Registration Policy be deferred to the Committee April meeting; and,
- b) That staff provide additional information on costing.

“CARRIED”

Acting Library Manager/CEO
Report PPL17-023
Library Membership Policy

Moved by Teresa Kerr

That the Library Board approve the recommendations outlined in Report PPL17-023 dated March 28, 2017, of the Acting Library Manager/CEO, as follows:

- a) That Report PPL17-023 be received for information; and,
- b) That the updated Library Membership Policy be approved.

“CARRIED”

Other Business

Moved by Mauro DiCarlo

That the Peterborough Public Library Board of Trustees reconfirm the use of the Materials Selection Policy as the process for the deselection of materials.

“CARRIED”

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Next Meeting

The Chair indicated that the next Board meeting will be held on April 25, 2017.

Adjournment

Moved by Mauro DiCarlo

That this meeting of the Public Library Board of Trustees adjourn at 9:19 p.m.

"CARRIED"

Natalie Garnett
Deputy Clerk

Paul Stern
Chair