

**Public Library Board of Trustees  
City of Peterborough  
March 29, 2016  
Draft Minutes Not Approved**



**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”

**Peterborough Public Library Board of Trustees Minutes**  
**Meeting of March 29, 2016**  
**Page 2**

**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:**

<b>Monday-Thursday</b>	<b>10:00 a.m. – 8:00 p.m.</b>
<b>Friday</b>	<b>10:00 a.m. – 5:00 p.m.</b>
<b>Saturday</b>	<b>10:00 a.m. – 5:00 p.m.</b>

“CARRIED”

**Peterborough Public Library Board of Trustees Minutes**  
**Meeting of March 29, 2016**  
**Page 3**

**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 Scoffield, 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.

**Peterborough Public Library Board of Trustees Minutes**  
**Meeting of March 29, 2016**  
**Page 4**

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:**

**Peterborough Public Library Board of Trustees Minutes  
Meeting of March 29, 2016  
Page 5**

**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"**

**Peterborough Public Library Board of Trustees Minutes**  
**Meeting of March 29, 2016**  
**Page 6**

**Library Manager/CEO**  
**Report PPL16-018**  
**Policy Development Framework**

Discussion on a possible permanent sub-committee for policy development will be held at the April meeting.

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 approve 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 4<sup>th</sup> 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.

**Peterborough Public Library Board of Trustees Minutes**  
**Meeting of March 29, 2016**  
**Page 7**

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