



Peterborough Public Library

To: Library Board of Trustees

From: Ken Doherty, Director of Community Services

Meeting Date: June 28, 2016

Subject: Report PPL16-028
Meeting of the Joint Library Board/City Committee,
June 22, 2016

Purpose

The purpose of this report is to request that the Board approve the actions and recommendations of the Joint Library Board/City Committee.

Recommendations

That the Library Board approve Report PPL16-028, dated June 28, 2016 of the Director of Community Services, as follows:

- a) That the draft Minutes of the Committee meeting held on June 22, 2016 be received for information;
- b) That Sandra Clancy be appointed as Interim Treasurer until the Memorandum of Understanding is approved and signed;
- c) That a draft Letter of Intent as distributed be approved in principle.

Budget and Financial Implications

There is no direct budget or financial implications in approving this report.

Background

This report is a direct result of Report PPL16-023, dated May 31st, 2016, when the Board approved the following recommendations:

- a) That a joint Library Board/City Committee comprised of seven members including 3 Board representatives, 3 City representatives, and the Library Manager/CEO be established;
- b) That the Committee be charged with the responsibility of drafting a letter of intent and making a recommendation about the appointment of a Treasurer for the Board's approval at the June 28, 2016 meeting; developing a draft Memorandum of Understanding/Service Agreement for Board and City approval before the end of 2016; and developing an updated Establishment By-law for the Board and Council's consideration; and
- c) That the Memorandum of Understanding/Service Agreement be drafted such that it ensures compliance with the **Public Libraries Act** and maintains the close working relationship currently enjoyed between the Library and the City; and specifically that it clarifies reporting relationships; addresses ownership of property, buildings, equipment, and collections; outlines the range of City Services provided by various City Departments to the Peterborough Public Library; and clarifies the relationship of Library staff to the Board and City.

Appointment of Interim Treasurer

Since the Library Board had already appointed Sandra Clancy as the Board Treasurer and as this and other related matters will be addressed as the Memorandum of Understanding is developed, the Committee was comfortable recommending her appointment as Interim Treasurer.

Draft Letter of Intent

A draft Letter of Intent was reviewed and revised by the Committee. Patricia Lester has offered to reformat it to reflect a formal document. It will be distributed either in advance of the meeting or at the meeting as time permits for the Board to review.

It is recommended that the Board approve the document in principle so that the Board may seek independent legal opinion at its discretion.

Submitted by,

Ken Doherty
Director of Community Services

Contact Name:
Ken Doherty, Director of Community Services
Phone: 705- 742-7777 Ext.1823
E-Mail: kdoherthy@peterborough.ca

Attachments:
Appendix A: Joint Library Board/City Committee, Draft Minutes of Meeting, June 22, 2016