

**Public Library Board of Trustees  
City of Peterborough  
September 27, 2016  
Draft Minutes Not Approved**



**Minutes of a Meeting of the Public Library Board of Trustees Held on  
September 27, 2016 at the DelaFosse Branch, 729 Park Street.**

The meeting of the Public Library Board of Trustees was called to order at 7:04 p.m. at the DelaFosse branch, 729 Park Street.

**Present:**

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

**Regrets:**

Eric Prevost

**Staff:**

Natalie Garnett, Deputy Clerk  
Jennifer Jones, Acting Library Manager/CEO  
Ken Doherty, Director of Community Services  
Sandra Clancy, Director of Corporate Services  
Scott Elliott, Corporate Sponsorship Coordinator  
Darren Hancock, Chief Accountant

**Minutes – June 28, 2016**

Moved by Councillor Baldwin

**That the minutes of the Public Library Board of Trustees meeting held on June 28, 2016 be approved as circulated.**

“CARRIED”

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**Disclosure of Pecuniary Interest**

There were no disclosures of Pecuniary Interest.

**Consent Agenda**

Moved by Teresa Kerr

**That items 8 and 9 be passed as part of the consent agenda.**

“CARRIED”

**Acting Library Manager/CEO**

**Report PPL16-034**

**Acting Library Manager/CEO Report – September 2016**

Moved by Teresa Kerr

**That the Library Board approve the recommendation outlined in Report PPL16-034 dated September 27, 2016, of the Acting Library Manager/CEO as follows:**

**That the report on Library operations for the month of September 2016, be received for information.**

“CARRIED”

**Acting Library Manager/CEO**

**Report PPL16-035**

**Staff Development Day Closure**

Moved by Teresa Kerr

**That the Library Board approve the recommendation outlined in Report PPL16-035 dated September 27, 2016, of the Acting Library Manager/CEO as follows:**

**That the closure of the Library on November 4, 2016 for a staff development day, be approved.**

“CARRIED”

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**Acting Library Manager/CEO**  
**Report PPL16-031**  
**Corporate Sponsorship Opportunities**

Scott Elliott, Corporate Sponsorship Coordinator, provided an overview on possible sponsorship options for the library.

Moved by Mauro DiCarlo

**That subject to the approval of the Peterborough Public Library Board, the Peterborough Public Library will explore sponsorship activities that enhance the renovations and programs of the library; and,**

**That the Peterborough Public Library adopt the Canadian Library Association Position Statement on Corporate Sponsorship Agreements in Libraries, to guide activities on an interim basis.**

“CARRIED”

**Acting Library Manager/CEO**  
**Report PPL16-033**  
**Library Board Bank Account Status Update**

Moved by Barb Connor

**That the Library Board approve the recommendation outlined in Report PPL16-033 dated September 27, 2016, of the Acting Library Manager/CEO as follows:**

**That the presentation on the Library Board bank account by the City’s Manager of Financial Services, be received.**

“CARRIED”

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Moved by Councillor Baldwin

**That the Chair and Vice Chair sign the direction letter and agreement with the Canadian Imperial Bank of Commerce.**

**"CARRIED"**

**Director of Community Services**  
**Report PPL16-037**  
**Future of 359 Aylmer Street North and Increase in Library Renovation and Expansion Project**

Moved by Steven MacDonald

**That the Library Board approve the recommendation outlined in Report PPL16-037 dated September 27, 2016, of the Director of Community Services, as follows:**

**That the report be received for information and that feedback be provided.**

**"CARRIED"**

**Acting Library Manager/CEO**  
**Report PPL16-024B**  
**Removal of Charges from Patron Accounts**

Moved by Teresa Kerr

**That the Library Board approve the recommendation outlined in Report PPL16-024B dated September 27, 2016, of the Acting Library Manager/CEO as follows:**

**That the removal of charges from patrons accounts incurred prior to January 1, 2013, be approved.**

**"CARRIED"**

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**Acting Library Manager/CEO**  
**Report PPL16-032**  
**Holiday Operating Hours**

Moved by Councillor Riel

**That report PPL16-032 be referred to the October 25, 2016 Committee meeting.**

“CARRIED”

**Acting Library Manager/CEO**  
**Report PPL16-036**  
**Strategic Plan**

Moved by Leslie Woolcott

**That the Library Board approve the recommendations outlined in Report PPL16-036 dated September 27, 2016, of the Acting Library Manager/CEO concerning Library Strategic Planning, as follows:**

- a) That the report of the Acting Library Manager/CEO be received for information; and**
- b) That the Acting Library Manager/CEO be directed to proceed with the RFP process to engage the services of a third party to complete a strategic plan and re-branding for the Library.**

“CARRIED”

**Other Business**

The Committee agreed to hold future Library Board meetings at the DelaFosse branch during the renovations at the main branch.

**Next Meeting**

The Chair indicated that the next Board meeting will be held on October 25, 2016.

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**Adjournment**

Moved by Steve MacDonald

**That this meeting of the Public Library Board of Trustees adjourn at 9:03 p.m.**

"CARRIED"

Natalie Garnett  
Deputy Clerk

Paul Stern  
Chair