

**Public Library Board of Trustees  
City of Peterborough  
March 28, 2017  
Draft Minutes Not Approved**



**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