



**Peterborough  
Public Library**

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**To:** Library Board of Trustees

**From:** Jennifer Jones, Library CEO

**Meeting Date:** May 30, 2017

**Subject:** Report PPL17-037  
Library Strategic Plan - Status Update

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## **Purpose**

A report to inform the Library Board of matters concerning the Library Strategic Planning process.

## **Recommendations**

That the Library Board approve Report PPL17-037, dated May 30, 2017 concerning the Library Strategic Plan, as follows:

- a) That Report PPL17-037 of the Library CEO be received for information; and,
- b) That the Library Board approve the transfer of the funds from Library Reserves to a capital expenditure account.

## **Budget and Financial Implications**

There is no budget or financial implication resulting from the approval of the recommendations of this report.

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## Background

The Request For Proposal (RFP) for the hiring of a consultant for the Library's strategic plan was made live on Biddingo on May 11, 2017. The bidding process will close at 3:00 p.m. on June 1, 2017.

In order to have the funds available for transfer of payment to the selected consultant once the RFP process is complete, the previously approved amount of \$50 000 needs to be transferred from the Library's Reserve Account into an expenditure account. This amount is a one-time expenditure and should be transferred into a capital expenditure account so as not to affect the ongoing operations budget of the Library. Once the amount is transferred, the Finance department will create a purchase order number for the project.

Submitted by,

Jennifer Jones  
Library CEO

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