

## **Peterborough Public Library Board Minutes**

### **City of Peterborough**

**September 11, 2018**

Present	Leslie Woolcott, Vice Chair Barb Connor Jayne White Councillor Baldwin Councillor Riel
Regrets	Paul Stern, Chair Mauro DiCarlo Garth Wedlock Dan Moloney
Staff	Natalie Garnett, Deputy Clerk Jennifer Jones, Library CEO

#### **Call to Order**

Leslie Woolcott, Vice Chair, called the meeting to order at 6:05 p.m.

#### **Confirmation of Minutes**

Moved by Jayne White

**That the minutes of the Library Board of Trustees meeting on June 26, 2019 be approved.**

Carried

#### **Disclosure of Pecuniary Interest**

There were no disclosures of Pecuniary Interest.

## **Consent Agenda**

Moved by Councillor Baldwin

**That items 5.2, 5.3, and 5.7 be approved as part of the Consent Agenda.**

Carried

Library CEO Report September 2018

Report PPL18-044

Moved by Councillor Baldwin

**That the Library Board approve the recommendation in Report PPL18-044 dated September 11, 2018, of the Library CEO as follows:**

**That Report PPL18-044 be received for information.**

Carried

Security Services - update

Report PPL18-045

Moved by Councillor Baldwin

**That the Library Board approve Report PPL18-045, dated September 11, 2018 of the Library CEO as follows:**

**That Report PPL18-045 be received for information.**

Carried

2018 Christmas Operating Hours

Report PPL18-049

Moved by Councillor Baldwin

**That the Library Board approve the recommendations outlined in Report PPL18-049, dated September 11, 2018 of the Library CEO as follows:**

- a) That the Library hours of operation at the Main branch be adjusted to 10:00 a.m. to 5:00 p.m. for the date of December 27, 2018;**
- b) That the Main branch close early, at 1:00 p.m. on Monday, December 24, 2018 and Monday, December 31, 2018, in accordance with the CUPE 1833 Collective Agreement; and,**

- c) **That the DelaFosse branch be closed on Tuesday, December 25, 2018 in observance of Christmas Day.**

Carried

Updates from the Foundation and Friends of the Library

Report PPL18-043

Barb Connor advised that the next book sale will be held on October 26 and 27, 2018.

The next meeting of the Library Foundation Board will be September 27, 2018.

Moved by Barb Connor

**That the Library Board approve the recommendations outlined in Report PPL18-043, dated September 11, 2018, of the Library CEO as follows:**

- a) **That a verbal report to inform the Library Board on the status of the Foundation by Jayne White 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

Advertising in the Library Policy - Update

Report PPL18-046

Moved by Councillor Riel

**That the Library Board approve the recommendations in Report PPL18-046 dated September 11, 2018, of the Library CEO as follows:**

- a) **That Report PPL18-046 be received for information; and,**
- b) **That the Advertising Policy be approved.**

Carried

Library CEO Annual Evaluation Process

Report PPL18-047

Jayne White advised that the draft CEO Job Description will be circulated to Board Members following the meeting.

Moved by Councillor Baldwin

**That the Library Board receive Report PPL18-047 for information.**

Carried

Library Cafe - Update

Report PPL18-048

Moved by Jayne White

**That the Library Board approve the recommendations outlined in Report PPL18-048, dated September 11, 2018, of the Library CEO, as follows:**

- a) That Report PPL18-048 be received for information; and,**
- b) That an RFP process be followed to retain the services of a cafe vendor.**

Carried

### **Other Business**

There were no items of Other Business.

### **Adjournment**

Moved by Councillor Baldwin

**That the meeting adjourn at 6:40 p.m.**

Carried

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Natalie Garnett

Deputy Clerk

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Leslie Woolcott, Vice Chair