



# Peterborough Public Library

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**To:** Peterborough Public Library Board of Trustees

**From:** Jennifer Jones, Library CEO

**Meeting Date:** November 5, 2019

**Subject:** Report PPL19-048  
2020 Meeting Dates

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## Purpose

A report to inform the Library Board on the status of the Peterborough Public Library Foundation and the Friends of the Peterborough Public Library.

## Recommendations

That the Peterborough Public Library Board of Trustees approve the recommendations outlined in Report PPL19-048, dated November 5, 2019, of the Library CEO as follows:

- a) That the 2020 meeting schedule be approved; and,
- b) That the meeting start time be adjusted to 5:30 p.m.

## Budget and Financial Implications

If an earlier start time is adopted, a light meal such as sandwiches would be provided to the Board members at the start of the meeting. These costs would be covered within the existing annual Board expenses budget.

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## Background

The Peterborough Public Library Board of Trustees meet on Tuesdays, with a meeting start time of 6:00 p.m. Dates proposed are in alignment with Council's meeting schedule, the budget cycle, as well as the holiday season.

Additional meetings may be called by the Chair if required.

The Library CEO recommends meetings be held on the following dates in 2020:

Tuesday, January 7, 2020  
Tuesday, February 11, 2020  
Tuesday, March 10, 2020  
Tuesday, April 7, 2020  
Tuesday, May 12, 2020  
Tuesday, June 16, 2020  
Tuesday, September 1, 2020  
Tuesday, October 6, 2020  
Tuesday, November 10, 2020  
Tuesday, December 8, 2020

In previous years, Board meetings started at 7:00 p.m. and in 2019 they were moved to a 6:00 p.m. start time. Most other City committees and Boards start their meetings at 5:30 p.m. This earlier start time allows for a shorter work day for staff, but also a shorter evening for all those involved. A light meal is provided to committee members before the start of the meeting as a result of the earlier start time.

Submitted by,

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Library CEO

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