



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

November 3, 2015

6:30pm in the Library Auditorium

MEMBERS OF THE BOARD PRESENT:

Lorraine Butson, Ken Clarke, Brandi Gillett, Jack Groothuis, Marianne Hawley, Danielle Ingram, Scott Mitchell, Jeff Orr, Bruce Whitaker

REGRETS:

Charlene Gordon, Lisa Grogan

MEMBERS OF THE STAFF PRESENT:

Julia Merritt - CEO, Krista Robinson – Systems Librarian, Wendy Hicks – Deputy Director, Cathy Perreault – Recording Secretary

1. CALL TO ORDER:

The meeting was called to order at the Stratford Public Library auditorium by Chair Jeff Orr at 6:30pm.

2. CHAIRPERSON'S REMARKS:

None.

3. DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

None.

4. APPROVAL OF THE AGENDA:

2015-47 **Moved by L. Butson, seconded by J. Groothuis to approve the agenda**

CARRIED

5. **DELEGATIONS:**

No delegations.

6. **APPROVAL OF THE MINUTES:**

2015-48 Moved by M. Hawley, seconded by B. Whitaker that the minutes of October 6, 2015 be approved.

CARRIED

7. **BUSINESS ARISING FROM THE MINUTES:**

Discussion regarding the Reading Garden will be combined with the CEO report and Strategic Plan update.

8. **BOARD EDUCATION:**

J. Merritt reviewed the updates Stratford Public Library has done in regards to the Accessibility for Ontarians with Disabilities Act (AODA). The Health and Safety module (agenda item 8.2) will be reviewed at a future meeting.

9. **BUSINESS OF THE BOARD:**

9.1 Report from the SPL Foundation: There has been no meeting since May. Future fundraising projects were discussed and evaluated. There is a Foundation Fundraising Committee meeting on November 30th.

9.2 Report from PCIN: The next PCIN meeting will be on November 18th at Stratford Public Library.

9.3 Report from SOLS: Jack attended the meeting on October 31st. He reported that Stratford Public Library is both well-represented and well-respected within SOLS. Board membership is currently at 20 but will be reduced to 10 as of June 2016. He particularly found the round table discussion of interest. This gives the members a chance to share what is happening at their own libraries.

10 CEO REPORTS:

10.1 CEO Monitoring Report:

2015-49 Moved by D. Ingram, seconded by L. Butson to receive the CEO's Monitoring Reports.

CARRIED

10.2 Strategic Plan Update:

Julia reviewed the Objectives that have been put in place by staff to operationalize the Strategic Plan. The Board commended Julia and staff on all the progress to date and offered suggestions on upcoming projects.

10.3 CEO Workplan:

Julia reviewed items planned for completion in 2016.

11 CORRESPONDENCE:

No correspondence received.

12 OTHER BUSINESS:

No other business arising.

13 CONFIRMATION OF DATE AND TIME OF NEXT MEETING:

Next Board meeting will be **Tuesday, December 1, 2015 at 6:30pm**

14 ADJOURNMENT:

2015-50 Moved by K. Clarke, seconded by J. Groothuis that the meeting adjourn at 9:00 pm.

CARRIED

Jeff Orr, Chair

Julia Merritt, Secretary