



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

SEPTEMBER 6, 2016

MEMBERS OF THE BOARD PRESENT:

Lorraine Butson, Ken Clarke, Brandi Gillett, Charlene Gordon, Lisa Grogan, Jack Groothuis, Marianne Hawley, Danielle Ingram, Jeff Orr, Scott Mitchell

REGRETS:

MEMBERS OF THE STAFF PRESENT:

Julia Merritt - CEO, Krista Robinson – Systems Librarian, 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:

No remarks.

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

None.

4. APPROVAL OF THE AGENDA:

2016-40 Moved by D. Ingram, seconded by C. Gordon to approve the agenda **CARRIED**

5. DELEGATIONS:

Rob Horne, Chief Administrative Officer of the City of Stratford introduced himself. In the three months that he has been in this position he has met with Julia twice, most recently regarding 2017 budgets. He understands the challenges that public libraries are facing and will be working closely with Julia.

6. **APPROVAL OF THE MINUTES:**

2016-41 Moved by S. Mitchell, seconded by M. Hawley that the minutes of June 7, 2016 be approved.

CARRIED

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

No business arising.

8. **BOARD EDUCATION:**

Julia briefly reviewed The Ontario Culture Strategy: Telling our stories, growing our economy. Libraries were involved in the consultation process of this document and are included as part of the recommendations for moving forward.

9. **BUSINESS OF THE BOARD:**

9.1 Report from the SPL Foundation: copies of the fundraising materials produced for the creation of a Makerspace and updating the Auditorium were circulated. Julia and Charlene are working on grant donations and the Foundation is taking the lead on corporate and individual asks. If the Board has any suggested donors please pass information to Katie DeBlock Boersma.

9.2 Report from PCIN: Ken reviewed the June 8th minutes. The next meeting will be September 14th at North Perth Public Library, Listowel Branch.

9.3 Report from SOLS: Nothing to report, next meeting will be November 5th in Hanover.

9.4 Recruitment of Board Member: There are two applications on file in the Clerk's office for the open position. Jeff, Brandi and Julia will be meeting with both.

10 **CEO REPORTS:**

10.1 CEO Monitoring Report:

2016-42 Moved by L. Grogan, seconded by D. Ingram to receive the CEO's Monitoring Reports.

CARRIED

10.2 2017 Draft Capital Budget:

2016-43 Moved by K. Clarke, seconded by L. Butson to accept the draft capital budget as presented.

CARRIED

10.3 2017 Draft Operating Budget:

2016-44 Moved by J. Groothuis, seconded by D. Ingram that the CEO prepare an operating budget using the 2.3% increase version also including one option from the budget restoration list. New target will be around 3% increase.

CARRIED

10.4 Report to Board, Strategic Plan Direction #3: Launch a Re-Branding Campaign

2016-45 Moved by S. Mitchell, seconded by C. Gordon to receive the report.

CARRIED

10.5 Front entrance update: stair design

2016-46 Moved by M. Hawley, seconded by B. Gillett to receive the report.

CARRIED

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, October 4, 2016 at 6:30pm at Stratford Public Library**

14 ADJOURNMENT:

2016-47 Moved by M. Hawley, seconded by L. Butson that the meeting adjourn at 8:00 pm.

CARRIED

Jeff Orr, Chair

Julia Merritt, Secretary