



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

DECEMBER 5, 2017

MEMBERS OF THE BOARD PRESENT:

Ken Clarke, Brandi Gillett, Charlene Gordon, Zac Gribble, Lisa Grogan, Jack Groothuis, Marianne Hawley

REGRETS: Lorraine Butson, Danielle Ingram, Scott Mitchell, Jeff Orr

MEMBERS OF THE STAFF PRESENT:

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

1. CALL TO ORDER:

The meeting was called to order at the Stratford Public Library by Vice Chair, Brandi Gillett at 6:30pm.

2. CHAIRPERSON'S REMARKS: None

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

Lisa Grogan declared that her company, Overlap Associates, has submitted a proposal for the Strategic Planning project. It does not affect this meeting but she wanted the Board to be aware that she will need to reclude herself at future meetings.

4. APPROVAL OF THE AGENDA:

2017-54 Moved by K. Clarke, seconded by M. Hawley to approve the agenda

CARRIED

5. DELEGATIONS: None

6. APPROVAL OF THE MINUTES:

2017-55 Moved by C. Gordon, seconded by J. Groothuis that the minutes of November 7, 2017 be approved.

CARRIED

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

No business arising.

8. **BOARD EDUCATION:**

Please let Cathy know if you are interested in registering for the OLA Super Conference. Trustee & Board Boot Camp is Saturday, February 3, 2018.

9. **BUSINESS OF THE BOARD:**

9.1 Report from SPL Foundation: Julia reported that the Foundation did not have their Annual General Meeting due to lack of quorum.

9.2 Report from PCIN: At the November 8th meeting in Listowel the PCIN budget was passed. There was some discussion regarding changing the bylaws which stipulates the number of meetings that are required per year.

9.3 Report from SOLS: Neither Lisa nor Jack were able to attend the Council meeting on November 25th.

10. **CEO REPORTS:**

10.1 Monitoring report and statistics:

2017-56 Moved by K. Clarke, seconded by Z. Gribble to receive the CEO's Monitoring Reports.

CARRIED

10.2 2018 Closures REVISED:

2017-57 Moved by J. Groothuis, seconded by C. Gordon to approve the revised 2018 closures.

CARRIED

10.3 Closed Session: Personal matter about an identifiable individual.

2017-58 Moved by J. Groothuis, seconded by C. Gordon to move into Closed Session. (7:18 pm)

2017-59 Moved by J. Groothuis, seconded by C. Gordon to move out of Closed Session.

(7:45 pm)

CARRIED

10 **CORRESPONDENCE:** None

11 **OTHER BUSINESS:**

12 **CONFIRMATION OF DATE AND TIME OF NEXT MEETING:**

Next Board meeting will be **Tuesday, January 9, 2018 at 6:30pm at Stratford Public Library**

13 ADJOURNMENT:

2017-60 Moved by K. Clarke, seconded by M. Hawley that the meeting adjourn at 7:55 pm.

CARRIED

Jeff Orr, Chair

Julia Merritt, Secretary

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