



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

OCTOBER 4, 2016

MEMBERS OF THE BOARD PRESENT:

Lorraine Butson, Ken Clarke, Brandi Gillett, Charlene Gordon, Marianne Hawley, Danielle Ingram, Scott Mitchell

REGRETS: Jack Groothuis, Lisa Grogan, Jeff Orr

MEMBERS OF THE STAFF PRESENT:

Julia Merritt - CEO, Wendy Hicks – Deputy Director, 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 Vice Chair Charlene Gordon 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:

2016-48 Moved by D. Ingram, seconded by B. Gillett to approve the agenda **CARRIED**

5. DELEGATIONS:

In the absence of Kathleen DeBlock Boersma, Brandi Gillett will present.

2016-49 Moved by D. Ingram, seconded by K. Clarke to move to closed session. **CARRIED**

2016-50 Moved by M. Hawley, seconded by S. Mitchell to move to open session. CARRIED

2016-51 Moved by K. Clarke, seconded by D. Ingram to receive report as presented. CARRIED

6. **APPROVAL OF THE MINUTES:**

2016-52 Moved by S. Mitchell, seconded by B. Gillett that the minutes of September 6, 2016 be approved. CARRIED

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

No business arising.

8. **BOARD EDUCATION:**

Julia led a discussion of pressures that Stratford Public Library is currently facing. Highlighted were financial impacts driven both by the marketplace and the municipality. Perceived and actual relevancy as well as our current facility limitations are all issues framing how we move forward.

9. **BUSINESS OF THE BOARD:**

9.1 Report from the SPL Foundation: Nothing to report.

9.2 Report from PCIN: Scott reviewed the minutes and added that he is constantly reminded what a collegial, collaborative group PCIN is. Continually doing minor things that make the group stronger.

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

9.4 Recruitment of Board Member:

2016-53 Moved by M. Hawley, seconded by D. Ingram to move to closed meeting. CARRIED

2016-55 Moved by S. Mitchell, seconded by M. Hawley to move to open meeting. CARRIED

2016-56 Moved by B. Gillett, seconded by D. Ingram to forward the Board's recommendation for the new Library Board Member to City Council. CARRIED

10 **CEO REPORTS:**

10.1 CEO Monitoring Report:

2016-57 Moved by D. Ingram, seconded by S. Mitchell to receive the CEO's Monitoring Reports.

CARRIED

10.2 2016 Annual Strategic Plan Update:

2016-58 Moved by B. Gillett, second by L. Butson to receive the strategic plan update.

CARRIED

10.3 Budget 2017: presentation review:

2016-59 Moved by M. Hawley, seconded by K. Clarke to receive the 2017 budget presentation.

CARRIED

10.4 Draft letter to Minister McMahon, Ministry of Tourism, Culture and Sport:
Reviewed. Julia will send.

11 CORRESPONDENCE:

No correspondence received.

12 OTHER BUSINESS:

It was decided that in lieu of a hosting a holiday social this year that Board members would join staff in their after-hours party to decorate the Library. Details will be forwarded as they become available.

13 CONFIRMATION OF DATE AND TIME OF NEXT MEETING:

Next Board meeting will be **Tuesday, November 1, 2016 at 6:30pm at Stratford Public Library**

14 ADJOURNMENT:

2016-60 Moved by K. Clarke, seconded by S. Mitchell that the meeting adjourn at 7:55 pm.

CARRIED

Charlene Gordon, Vice Chair

Julia Merritt, Secretary