# STRATFORD PUBLIC LIBRARY BOARD
# MINUTES OF A MEETING

## DECEMBER 6, 2016

**MEMBERS OF THE BOARD PRESENT:**

Ken Clarke, Brandi Gillett, Charlene Gordon, Zac Gribble, Lisa Grogan, Jack Groothuis, Scott Mitchell, Jeff Orr

**REGRETS:** Lorraine Butson, Marianne Hawley, Danielle Ingram

**MEMBERS OF THE STAFF PRESENT:**

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

1. **CALL TO ORDER:**

   The meeting was called to order at the Stratford Public Library auditorium by Chair Jeff Orr at 6:33pm.

2. **CHAIRPERSON'S REMARKS:**

   No remarks.

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

   None.

4. **APPROVAL OF THE AGENDA:**

   **2016-67 Moved by K. Clarke, seconded by S. Mitchell to approve the agenda <u>CARRIED</u>**

5. **DELEGATIONS:**

   Katie DeBlock Boersma, Chair of the Stratford Public Library Foundation Fundraising Committee gave an update to the Board. The campaign is currently at the half way mark with $163,000 raised to date. The public launch will take place during the week of December 6th. There will be a press release, updates on

all social media sites and websites. As well, there will be a table set up at the Farmers Market on Saturday, December 10th. Any donation made on Saturday will be matched by The Ridge Aggregate Sales Ltd.

6. **APPROVAL OF THE MINUTES:**

**2016-68 Moved by L. Grogan, seconded by J. Groothuis that the minutes of November 1, 2016 be approved. CARRIED**

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

No business arising.

8. **BOARD EDUCATION:**

8.1 OLA Reminder: Board members were reminded of the OLA Super Conference. Saturday, February 4th has events of interest to Library Boards.

8.2 Stacey Lapp, Digital Access Librarian gave a brief explanation of what the Makerspace concept is. Board members were encouraged to use the technology presented. This knowledge will be helpful if approached by member of the public regarding the fundraising campaign

9. **BUSINESS OF THE BOARD:**

9.1 Report from SPL Foundation: No report.

9.2 Report from PCIN: The PCIN board has approved the RFP for a new Integrated Library System to be posted. The next meeting will be March 7th at Stratford Public Library.

9.3 Report from SOLS: Lisa attended the meeting in early November. Although it is of interest to sit on this committee she questioned the value that Stratford Public Library receives. Due to the fact that we are the largest library in our designated area we don't seem to be facing the same issues as others in the group. Julia will take this feedback to SOLS.

**10 CEO REPORTS:**

10.1 CEO Monitoring Report:

**2016-69 Moved by S. Mitchell, seconded by Z. Gribble to receive the CEO's Monitoring Reports. CARRIED**

**11 CORRESPONDENCE:**

Correspondence received, no action required.

**12 OTHER BUSINESS:**

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

Next Board meeting will be **Tuesday, January 3, 2017 at 6:30pm at Stratford Public Library**

**14 ADJOURNMENT:**

**2016-70** **Moved by B. Gillett, seconded by C. Gordon that the meeting adjourn at 7:45 pm.**

**CARRIED**

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Jeff Orr, Chair Julia Merritt, Secretary