



STRATFORD PUBLIC LIBRARY BOARD MINUTES OF A MEETING

MAY 9, 2017

MEMBERS OF THE BOARD PRESENT:

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

REGRETS: Brandi Gillett

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 in room 3024 at the University of Waterloo, Stratford Campus, by Board Chair, Jeff Orr at 5:03 pm.

2. CHAIRPERSON'S REMARKS:

None.

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

Jack Groothuis – mileage voucher

4. APPROVAL OF THE AGENDA:

2017-23 Moved by J. Groothuis, seconded by M. Hawley to approve the agenda **CARRIED**

5. DELEGATIONS:

None

6. APPROVAL OF THE MINUTES:

2017-24 Moved by S. Mitchell, seconded by D. Ingram that the minutes of April 4, 2017 be approved. CARRIED

7. BUSINESS ARISING FROM THE MINUTES:

No business arising.

8. BOARD EDUCATION:

Julia discussed briefly the reversal of funding for Saskatchewan Public Libraries. In Ontario, public library funding was cut by 50% in 1995 and has not increased (or decreased) since that time.

9. BUSINESS OF THE BOARD:

9.1 Re-Branding Project: Jamie Hardie of Hardie and Company explained the process of branding and the importance to public libraries. A brand reflects the company's personality and since Libraries have undergone such dramatic changes in services and uses of space this needs to be reflected. Each community makes their library unique and distinct therefore each library will have a unique brand. Jamie will be leading workshops with the staff and a report to the board will be available in the fall. This will assist the Board in their upcoming work on the Strategic Plan.

9.2 Report from SPL Foundation: The Foundation Board met on April 24th at the University of Waterloo, Stratford Campus. They are requesting assistance from the Library Board with the current fundraising project in two specific ways. All Board member are encouraged to donate to the auditorium/makerspace project. They also need assistance in the ask portion of the campaign – either by suggesting names of individual or companies that may donate or to make requests from list already created.

9.3 Report from PCIN: PCIN met April 12 at Stratford Public Library. The discussion revolved around the ILS replacement. The management committee has been reviewing the proposals and attending vendor demonstrations. A decision will be reached at the June PCIN Board meeting.

9.4 Report from SOLS: Jack attended Trustee Council 3 meeting on April 22nd. As in the past, he found this meeting not relevant to issues that are happening at Stratford Public Library. Lisa attended Trustee Council 2 meeting. She found this was much better fit for Stratford Public Library. The level of discussion and idea sharing coming from the libraries was much more applicable, being future-focused on strengths and opportunities. Julia will

report back in June if SOLS will allow Stratford Public Library to switch council regions.

10. **CEO REPORTS:**

10.1 CEO Monitoring Report: Thank you to Jack for speaking at the Volunteer reception which was held April 27th.

2017-25 Moved by C. Gordon, seconded by J. Groothuis to receive the CEO's Monitoring Reports. CARRIED

10.2 Report to the Board: Auditorium and Makerspace construction tender.

2017-26 Moved by J. Groothuis, seconded by Z. Gribble that the Board award the contract to Teahen Construction Ltd. Plumbing and Design Group, in the amount of \$160,047.

CARRIED Jeff Orr abstained from voting

11. **CORRESPONDENCE:** A thank you card received from Brandi Gillett.

12. **OTHER BUSINESS:**

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

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

14. **ADJOURNMENT:**

2017-27 Moved by L. Butson, seconded by J. Groothuis that the meeting adjourn at 7:10 pm.

CARRIED

Jeff Orr, Chair

Julia Merritt, Secretary