

**Public Library Board of Trustees
City of Peterborough
October 25, 2016
Draft Minutes Not Approved**



**Minutes of a Meeting of the Public Library Board of Trustees Held on
October 25, 2016 at the DelaFosse Branch, 729 Park Street.**

The meeting of the Public Library Board of Trustees was called to order at 7:05 p.m. at the DelaFosse branch, 729 Park Street.

Present:

Paul Stern, Chair
Leslie Woolcott
Teresa Kerr, Vice Chair
Mauro DiCarlo
Councillor Riel
Councillor Baldwin

Regrets:

Eric Prevost
Steven MacDonald
Barb Connor

Staff:

Natalie Garnett, Deputy Clerk
Jennifer Jones, Acting Library Manager/CEO
Ken Doherty, Director of Community Services
Scott Elliott, Corporate Sponsorship Coordinator
Gillian Barnes, Project Manager Facilities and Planning Initiatives

The Chair advised that Eric Prevost has regrettably resigned from the Library Board due to work commitments. The Board commented on the contributions made by Eric during his time with the Board.

Minutes – September 27, 2016

Moved by Councillor Baldwin

**That the minutes of the Public Library Board of Trustees meeting held on
September 27, 2016 be approved as circulated.**

“CARRIED”

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Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

No items were approved as part of the Consent Agenda.

Acting Library Manager/CEO
Report PPL16-038
Corporate Sponsorship Revisited

Scott Elliott, Corporate Sponsorship Coordinator, gave a presentation on the potential sponsorship opportunities available in the new library facility.

Moved by Teresa Kerr

That the Library Board approve the recommendation outlined in Report PPL16-038 dated October 25, 2016, of the Acting Library Manager/CEO as follows:

That the presentation on corporate sponsorship opportunities by Scott Elliott, Corporate Sponsorship Coordinator, be received for information: and,

That the Board endorse the sponsorship opportunities search in principle and that information be presented to the Board as the process proceeds.

“CARRIED”

Acting Library Manager/CEO
Report PPL16-040
Library Renovations Update

Gillian Barnes, Project Manager Facilities and Planning Initiatives, provided a presentation on the renovation underway at the main branch of the library.

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Moved by Councillor Baldwin

That the Library Board approve the recommendation outlined in Report PPL16-040 dated October 25, 2016, of the Acting Library Manager/CEO as follows:

That the presentation on the library renovation status by the City's Project Manager Facilities and Planning Initiatives, Gillian Barnes be received.

"CARRIED"

Acting Library Manager/CEO
Report PPL16-041
Quarterly Budget Update

Jennifer Jones, Acting Library Manager/CEO provided spreadsheets indicating actual versus budget figures to the third quarter.

Moved by Leslie Woolcott

That the Library Board approve the recommendation in Report PPL16-041 dated October 25, 2016, of the Acting Manager/CEO as follows,

That the quarterly budget update provided by the Acting Library Manager/CEO be received for information.

"CARRIED"

Acting Library Manager/CEO
Report PPL16-032A
Holiday Operating Hours - Updated

Moved by Mauro DiCarlo

That the Library Board approve the recommendations outlined in Report PPL16-032A dated October 25, 2016, of the Acting Library Manager/CEO as follows:

- a) **That the Library hours of operation be adjusted to 10:00 am to 5:00 pm for the dates of December 27 to December 30, 2016;**

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- b) That both the Main and DelaFosse Library branches be closed early, at 1:00pm on Saturday, December 24 and Saturday, December 31, 2016, in accordance with the CUPE 1833 collective agreement; and
- c) That both the Main and DelaFosse Library branches be closed on January 2, 2017 in observance of the January 1, 2017 holiday.

“CARRIED”

**Acting Library Manager/CEO
Report PPL16-039
Acting Library Manager/CEO Report October 2016**

Moved by Leslie Woolcott

That the Library Board approve the recommendation outlined in Report PPL16-039 dated October 25, 2016, of the Acting Library Manager/CEO, as follows:

That report PPL16-039 on Library operations in October be received for information.

“CARRIED”

**Acting Library Manager/CEO
Report PPL16-043
Accessible Collections**

Moved by Councillor Riel

That the Library Board approve the recommendations outlined in Report PPL16-043 dated October 25, 2016, of the Acting Library Manager/CEO, as follows:

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- a) That Report PPL16-043 be received for information;
- b) That Staff be directed to continue efforts to gradually increase the Library's supply of materials in accessible formats, in keeping with the existing Materials Acquisition Policy; and
- c) That the Materials Acquisition Policy not be reviewed or amended at this time.

"CARRIED"

Acting Library Manager/CEO
Report PPL16-042
Updates from the Peterborough Public Library Foundation and the Friends of the Peterborough Public Library

Moved by Councillor Baldwin

That the verbal updates on the activities of the Peterborough Public Library Foundation and the Friends of the Peterborough Public Library, be received for information.

"CARRIED"

Verbal Report
Update – Memorandum of Understanding

Moved by Mauro DiCarlo

That the verbal update on the status of the Memorandum of Understanding between the City of Peterborough and the Peterborough Public Library, be received for information.

"CARRIED"

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Other Business

Moved by Teresa Kerr

That the Library Board go into Closed Session at 9:13 p.m. under section 239(2)(b) of the Municipal Act, *Personal matters about an identifiable individual, including municipal or local board employees*, to discuss a staffing matter.

"CARRIED"

Moved by Leslie Woolcott

That the Library Board rise from Closed Session at 9:21 p.m.

"CARRIED"

Next Meeting

The Chair indicated that the next Board meeting will be held on November 29, 2016.

Adjournment

Moved by Mauro DiCarlo

That this meeting of the Public Library Board of Trustees adjourn at 9:22 p.m.

"CARRIED"

Natalie Garnett
Deputy Clerk

Paul Stern
Chair