

**STRATFORD PUBLIC LIBRARY BOARD
MINUTES OF A MEETING
TUESDAY, DECEMBER 14, 2010**

MEMBERS OF THE BOARD PRESENT:

Ted Boniface Charlene Gordon Tom McCaul
Keith Culliton Peter Brooks Ken Clarke
Geoff Williams Jeff Orr

REGRETS:

Patty Mann

MEMBERS OF THE STAFF PRESENT:

Sam Coghlan, Library Director
Wendy Hicks, Deputy Director
David Harvie, Associate Director
Cathy Perreault, Recording Secretary

1. CALL TO ORDER:

The meeting was called to order in the library auditorium by CEO Sam Coghlan at 7:04p.m.

2. ELECTION OF CHAIR and VICE CHAIR:

Sam Coghlan opened the floor for nominations for Chair of the Library Board.

2010-49 Moved by K. Clarke, seconded by T. Boniface to nominate Geoff Williams
Moved by T. McCaul, seconded by C.Gordon to close nominations
CARRIED

Chair Geoff Williams now took over the meeting and opened the floor for nominations for Vice Chair.

2010-50 Moved by T. Boniface, seconded by K. Clarke to nominate Jeff Orr
Moved by T. McCaul, seconded by T. Boniface to close nominations
CARRIED

3. CHAIRPERSON'S REMARKS:

Geoff Williams welcomed new board members and thanked the board for their support. He outlined his main objectives for his term as proposing sustaining budgets to a fiscally constrained city; developing appropriate means of measuring SPL's success and/or need for improvement; and creating the strategic plan of a 21st century library in a knowledge city.

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

None

5. APPROVAL OF THE AGENDA:

2010-51 Moved by C. Gordon , seconded T. Boniface that the agenda be approved with the
addition of discussion of Perth South membership under 11.1.
CARRIED

6. DELEGATIONS:

No delegations at this meeting.

7. APPROVAL OF THE MINUTES OF NOVEMBER 16, 2010:

2010-52 Moved by J. Orr, seconded by P. Brooks that the minutes of November 16, 2010 be
approved. CARRIED

8. BUSINESS ARISING FROM THE MINUTES:

Sam, Geoff and Jeff will meet with the Core Service Review committee on January 13, 2011.

9. BOARD EDUCATION:

Geoff reviewed the job descriptions of the Board and of the CEO which explains the working relationship between Board and staff. Wendy reviewed the SPL Organizational chart including identification of which individuals occupied various positions.

10. BUSINESS OF THE BOARD:

- 10.1 Appointments were made to committees as follows:
- 10.1.1 To the Friends of SPL – Ted Boniface
 - 10.1.2 To the SPL Foundation – Charlene Gordon
 - 10.1.3 To the PCIN Board – Geoff Williams, Ken Clarke
 - 10.1.4 To the SOLS Trustee Council – Geoff Williams
 - 10.1.5 Planning Implementation Committee – Peter Brooks, Jeff Orr, Ted Boniface, Charlene Gordon, Tom McCaul
 - 10.1.6 CEO Performance Review – Chair (Geoff Williams), Vice Chair (Jeff Orr), and Past Chair (Ted Boniface)
- 10.2 Planning Implementation Committee: PIC has not met since last Board meeting. Meeting time and date to be determined by the Chair of PIC as issues arise that require discussion.
- 10.3 Report from the Foundation: The seminar “Tax Time: Year End Planning” on November 25 attracted a small crowd.
- 10.4 Report from the Friends: Irene Miller has completed her photos entitled A Year in the Life of SPL and will be presented at a future date.
- 10.5 Report from PCIN: Draft minutes from the December 1st meeting of PCIN were reviewed and discussed.
- 10.6 SOLS: Nothing to report.

11. CEO MONITORING REPORTS:

A brief discussion regarding the budget resulted in the decision to have a separate meeting to focus on this item on Monday, January 10th at 11:30 in the SPL auditorium.

- 2010-53** Moved by J. Orr, seconded by T. McCaul to approve the application to the Cultural Strategic Investment Fund for \$31,000 to develop a model strategic plan.
CARRIED
- 2010-54** Moved by K. Culliton, seconded by P. Brooks to approve the recommended closures for 2011 and to January 2, 2012. **CARRIED**
- 2010-55** Moved by T. McCaul, seconded by T. Boniface to approve the CEO monitoring reports. **CARRIED**

12. CORRESPONDENCE:

Correspondence received, no action required

13. OTHER BUSINESS:

No other business.

14. CONFIRMATION OF DATE AND TIME OF NEXT MEETING:

Special budget meeting will be Monday, January 10, 2011 at 11:30, Library Auditorium

Next Board meeting will be Tuesday, January 18 at 7:00 p.m., Library Auditorium

15. ADJOURNMENT:

- 2010-48** Moved by P. K. Culliton, seconded by P. Brooks that the meeting adjourn at 8:40 p.m.
CARRIED