

**STRATFORD PUBLIC LIBRARY BOARD
MINUTES OF A MEETING
TUESDAY, JANUARY 18, 2011**

MEMBERS OF THE BOARD PRESENT:

Peter Brooks Patty Mann Tom McCaul
Ken Clarke Geoff Williams Jeff Orr

REGRETS:

Ted Boniface Charlene Gordon
Keith Culliton

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 Chair, Geoff Williams at 7:00p.m.

2. CHAIRPERSON'S REMARKS:

Geoff, Jeff and Sam recently met with the subcommittee regarding the core service review. Although no further recommendations came from the committee there were questions regarding PLOW that may call for further clarification/education for new council members.

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

None

4. APPROVAL OF THE AGENDA:

2011-05 Moved by J. Orr, seconded by K. Clarke that the agenda be approved.
CARRIED

5. DELEGATIONS:

No delegations for this meeting.

6. APPROVAL OF THE MINUTES OF DECEMBER 14, 2010:

2011-06 Moved by T. McCaul, seconded by P. Brooks that the minutes of December 14, 2010
be approved. **CARRIED**

7. APPROVAL OF THE MINUTES OF JANUARY 10, 2011:

2011-07 Moved by J. Orr, seconded by K. Clarke that the minutes of January 10, 2011 be
approved. **CARRIED**

8. BUSINESS ARISING FROM THE MINUTES:

Draft Capital budget: Sam explained the new process of capital budget submissions. The Board directed Sam to move some of the unfunded projects into active capital projects to achieve the target amount each year. The finance subcommittee will consider SPL's capital budget on Tuesday, January 25.

9. BOARD EDUCATION:

Wendy gave an overview of the Counting Opinions survey, available both on line and in paper format. The Friends of SPL will be onsite 2 weeks each quarter actively encouraging library visitors to fill out a survey.

10. BUSINESS OF THE BOARD:

- 10.1 Planning Implementation Committee: Has not met since last board meeting.
- 10.2 Report from the Foundation: The Foundation's focus will be on redesigning its brochure and planning events to promote the Foundation and acknowledge past donors. Paul Rempel has joined the Foundation Board.
- 10.3 Report from the Friends: The Friends are still in negotiations for a venue for the booksale. Rental costs may take away substantially from their profits. They are considering raising the annual membership fee.
- 10.4 Report from PCIN: Has not met since last board meeting.
- 10.5 SOLS: Nothing to report.
- 10.6 OLA Super Conference: Geoff will coordinate with those registered as to session attendance.

11. CEO MONITORING REPORTS:

2011-08 Moved by J. Orr, seconded by T. McCaul 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:

Next Board meeting will be Tuesday, February 15, 2011 at 7:00 p.m., Library Auditorium

15. ADJOURNMENT:

2011-09 Moved by P. Brooks, seconded by K. Clarke that the meeting adjourn at 7:50p.m.
CARRIED

Geoff Williams, Chair

Sam Coghlan, Secretary