

**STRATFORD PUBLIC LIBRARY BOARD  
MINUTES OF A MEETING  
TUESDAY, MARCH 15, 2011**

**MEMBERS OF THE BOARD PRESENT:**

Patty Mann      Tom McCaul      Ted Boniface      Charlene Gordon  
Keith Culliton      Ken Clarke      Jeff Orr

**REGRETS:**

Peter Brooks      Geoff Williams

**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 Vice Chair, Jeff Orr at 7:04p.m.

**2.      CHAIRPERSON'S REMARKS:**

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

Ted Boniface, Ken Clarke, Charlene Gordon, and Tom McCaul – conference expense vouchers

**4.      APPROVAL OF THE AGENDA:**

**2011-14      Moved by K. Culliton, seconded by T. Boniface that the agenda be approved with the changes of the date to read March 15, 2011 and the motion in agenda item 10 to read 2011 operating and capital budgets.  
CARRIED**

**5.      DELEGATIONS:**

No delegations for this meeting.

**6.      APPROVAL OF THE MINUTES OF FEBRUARY 15, 2011:**

**2011-15      Moved by T. Boniface, seconded by Charlene Gordon that the minutes of February 15, 2011 be approved.      CARRIED**

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

No business arising.

**8.      BOARD EDUCATION:**

Sam gave a brief explanation of the steps involved in the 2005 strategic plan update.

**9.      BUSINESS OF THE BOARD:**

9.1      Planning Implementation Committee: The committee had an education session on previously explored potential sites and partnerships in preparation for the future council presentation.

9.2      Report from the Foundation: Has not met since last board meeting.

9.3      Report from the Friends: The AGM will be on April 13 with a meet and greet taking place at 6:30. All board members are welcome to attend.

9.4 Report from PCIN: PCIN was successful in their Trillium grant application for a Strategic Plan revision although it has not been announced yet.

9.5 SOLS: Nothing to report.

**10. CEO MONITORING REPORTS:**

With the Perth South presentation taking place on April 5 it was suggested that if Perth South offered Stratford Public Library an amount substantially less than has been budgeted for Sam, Jeff and Geoff would approach Mayor Dan Mathieson immediately and notify the Board of the steps being taken.

**2011-16 Moved by T. Boniface, seconded by K. Culliton, to adopt the 2011 operating and capital budgets as approved by City Council.**

**CARRIED**

The Chalmers account and direction of the collection was discussed and will be placed on the agenda next month for further discussion.

**2011-17 Moved by Ken Clarke, seconded by T. McCaul to approve the CEO monitoring reports.**

**CARRIED**

**11. CORRESPONDENCE:**

No correspondence received.

**12. OTHER BUSINESS:**

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

Next Board meeting will be Tuesday, April 19, 2011 at 7:00 p.m., Library Auditorium

**14. ADJOURNMENT:**

**2011-18 Moved by Ted Boniface, seconded by Ken Clarke that the meeting adjourn at 8:10 p.m.**

**CARRIED**

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Geoff Williams, Chair

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Sam Coghlan, Secretary