



AGENDA
PORT HOPE PUBLIC LIBRARY BOARD MEETING
June 23, 2010 at 6:00 pm

1. Call to Order

2. Approval of Agenda

Call for corrections, additions to agenda. All items of New Business to be brought forward at this time.

3. Approval of may 19, 2010 Port Hope Public Library Board Minutes

Call for corrections

4. Declarations of Conflict of Interest

5. Presentations

Vicki Leakey, Senior Manager KPMG re: 2009 Port Hope Public Library Board Financial Statements: Cancelled

Board Motion: To approve the Chief Librarian's recommendation to postpone presentation by auditors until early spring 2011 in order to provide current audit information to new Board.

See Business Arising 9.1 Chief Librarian's report on 2009 Audit

6. Board Development

6.1 Board Appointments and Board Succession Management Clinic: Handout from SOLS Spring 2010 workshop *Attached*

6.2 Port Hope Public Library Board Legacy Document – Fall 2010 *Attached*

Board Motion: To approve and appoint members to a Board ad hoc working committee to prepare a report on Board appointments and succession management for the September 15 Board Meeting.

7. Garden Hill Branch

7.1 Asbestos survey: Quotation for Garden Hill Branch included in consultants' assessment of fire stations. Costs will be determined for the Library portion as part of the survey by the consultants.

8. Consent Items Receive for Information

8.1 What's On Available online at www.phpl.ca; Hard copy distributed at Board meeting

9. Business Arising

9.1 Board 2009 Financial Statements: Report by B. Stephenson *Pending*

9.2 Board Bank Account: Report by B. Stephenson and C. Peacock *Pending*

9.3 Update on OMERS Eligibility For Part-Time Library Employees: Omission Period Applications (B. Stephenson)

9.3.1 In Camera

Board proceed in camera in accordance with the provision of the Municipal Act, 2001 S.O., c.25 to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees, Section 239 (2)(b)

9.4 Update on ownership of Library building and property (B. Stephenson)

Board Motion: To approve and appoint members to a Board ad hoc committee to investigate the issue of building ownership, Library facility current and long term maintenance, and to prepare a report for the September 15 Board meeting.

9.5 Investigation of Server replacement options: To be reported at September 15 Board Meeting and as part of the draft 2011 Operating/Capital Budget presentation.

9.6 Lieu hours to be taken by December 31, 2010 for adjustment to reported pay dates in 2009, impacting on full time Library employees

10. Board Committee Reports

10.1 Policy – M. Marsh

- Update on policies for Board Policy Committee to review and bring forward to the September 15 Board Meeting
- Bill 168 An Act to amend the Occupational Health and Safety Act with respect to violence and harassment in the workplace and other matters ***Overview of Employee/Employer Responsibilities Attached***
 - Prevention of Workplace Violence *Pending*
 - Human Rights - Discrimination and Harassment *Pending*

10.2 Finance – C. Peacock

No meeting of Finance Committee

Summer meetings to review and prepare draft 2011 Operating/Capital Budgets for September 15 Board meeting

10.3 Development Fund – J. Mathew

Status report and Board discussion of next steps.

10.4 Reading Garden

10.5 Cultural Advisory Committee: ***Council Appointment of Barb Coleman Attached***

11. Chief Librarian's Report - B. Stephenson

11.1 Performance Measures

11.1.1 **2010** Performance Measures YTD *Pending*

11.1.2 **2009** Performance Measures YTD *Pending*

11.2 Friends of the Library *Funding Appeal Letter Attached*

Report on Information Meeting on Future Directions for the Friends of Port Hope Public Library
June 21, 2010 at 7 pm

12. New Business

12.1 Harmonized Sales Tax: Fact Sheet for Public Libraries, prepared by Southern Ontario Library Service, March 2010 *Attached*

12.2 New partnership – ServiceOntario at Libraries Program *Attached*

12.3 Municipal Election October 25, 2010

- File of Candidate information
- Invitation to all Candidates as “Guest Librarian” *2006 letter of invitation attached*

12.4 \$2 million ministry investment in electronic resources *Press Release Attached*

13. Next Meeting September 15, 2010 at 6 p.m.