



AGENDA
PORT HOPE PUBLIC LIBRARY BOARD MEETING

The Hub
5325 County Road 10
Port Hope, Ontario

September 20, 2018
6:00 p.m.

- 1. Introductory Remarks (Time Allotted: 1)**
 - 1.2 Focus items for this meeting
 - 1.3 Declaration of Conflict of Interest

- 2. Presentations - Bewdley and District Lions Club and Rotary Club of Port Hope (15)**

- 3. Approval of Agenda –September 20, 2018 (Time Allotted: 1)**

Any items for discussion/decision to be brought forward at this time

- 4. Consent Agenda (Time Allotted: 5)**

Items listed under the consent agenda are considered routine in nature and are considered collectively as one motion. Board members may request that specific items be removed for separate discussion/deliberation and action. (Board motion to accept consent agenda as presented)

 - 4.1 Approval of June 21, 2018 Board meeting minutes (draft)
 - 4.2 Approval of August 23, 2018 special Board meeting minutes (draft)
 - 4.3 Performance measurement statistics as of August 30, 2018
 - 4.4 Items of interest

- 5. Items for Discussion/Decision (Time Allotted: 40)**
 - 5.1 Chief Executive Officer's report and action list (M. Scott)
 - 5.2 Strategic plan update (M. Scott)
 - 5.3 Committee reports
 - 5.3.1 Fundraising (G. Burns)

- 5.3.2 Policy - human resources policies (B. Bowden)
- 5.4 Rural Branch Library Development Update (M. Scott)
- 5.5 Quarterly finance report (M. Scott)
- 5.6 Transfer of the August 31, 2018 Library Board bank account balance to the Municipality of Port Hope (M. Scott)
- 5.7 Port Hope Public Library draft 2019 budget (M. Scott) To be forwarded

6. For Exploration and Development (Time Allotted: 1)

- 6.1 2018 Port Hope Public Library report to Municipal Council
- 6.2 Board member recruitment
- 6.3 Trustee orientation

7. Items for Next Agenda (Time Allotted: 1)

- 7.1 SOLS Trustee Council Fall meetings (November 2018)
- 7.2 Library board legacy document
- 7.3 Strategic plan progress report (The Hub and Sunday opening highlights)
- 7.4 Report of Finance Committee

8. Question Period (Time Allotted: 1)

9. Next meeting –October 18, 2018 @ 6:00 p.m.

**Mary J. Benson Branch
31 Queen Street
Port Hope**

Port Hope Public Library Mission

Port Hope Public Library delivers quality, community-focused library services with a commitment to equitable and open access to all resources.