



## PORT HOPE PUBLIC LIBRARY BOARD AGENDA

**Mary J. Benson Branch  
31 Queen Street  
Port Hope, ON  
December 16, 2024  
4:30 pm**

### **1. Call to Order**

#### 1.1. Respect and Land Acknowledgement Statement

We believe that acknowledging territory shows recognition of and respect for Indigenous Peoples both in the past and in the present. We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Mississauga Nations. We believe that recognition and respect are essential elements of establishing healthy, reciprocal relations and are key to reconciliation.

#### 1.2. Declaration of conflict of interest

#### 1.3. Appointment of steering committee

#### 1.4. Appointment of a time keeper

### **2. Approval of the Agenda December 16, 2024**

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

### **3. Consent Agenda (10 min)**

Items listed under the consent agenda are considered routine in nature and will be approved collectively as one motion. Board members may request that specific items be removed for separate discussion and action.

#### 3.1. November 18, 2024 board meeting minutes

#### 3.2. CEO Report

### **4. Performance measurement statistics as of November 30, 2024 (5 min)**

### **5. For discussion/decision (60 min)**

#### 5.1. Library operational policy development/approval/review

##### 5.1.1 Community Information (new)

##### 5.1.2 Board orientation, training and evaluation (new)

- 5.2 Ontario Library Service Virtual Conference for Library Boards (G. Sim)
- 5.3 Ontario Library Service Board Assembly Fall 2024 (S. Jones Bouk)
- 5.4 Resignation of Trustee/Vice Chair Erin Coulter
- 5.5 Board composition
- 5.6 Review of current committee structure (finance and marketing/fundraising)
- 5.7 2025 board meeting schedule
- 5.8 Terms of reference for the Hub Branch working group (E. Oxland and E. Elliott)
- 5.9 2024 annual report for the Municipality of Port Hope
- 5.10 Council report (V. Mink)

**6. For Exploration**

- 6.1 Policy review and development
- 6.2 Implementation of strategic goals (2024-2027)
- 6.3 Hub Branch operation
- 6.4 Loyalist College partnership

**7. In camera meeting (10 min)**

Be it resolved that the Port Hope Public Library Board proceed in camera in accordance with the provisions of the Public Libraries Act, R.S.O. 1990. C. 44 in order to address matters pertaining to personal matters about an identifiable individual including municipal or board employees (section 16.1 (4))

**8. Correspondence, Communications and Comments**

**9. Adjournment and next meeting date**

**January 20, 2025**

**4:30 pm**

**Mary J. Benson Branch**

**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***