



PORT HOPE PUBLIC LIBRARY BOARD AGENDA

**Mary J. Benson Branch
31 Queen Street
Port Hope, ON
January 20, 2025
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 timekeeper

2. Approval of the Agenda January 20, 2025

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. December 20, 2024 board meeting minutes

3.2. Staff report

3.3. CEO Report

3.4. Transfer of the monthly board account balance of \$36,555.28 as of December 31, 2024 to the Municipality of Port Hope

4. Performance measurement statistics as of December 31, 2024 (5 min)

5. Presentation to Erin Coulter for service to the Port Hope Public Library Board

6. For discussion/decision (60 min)

- 6.1. Library operational policy development/approval/review
 - 6.1.1 Video surveillance policy (new)
- 6.2 Appointment of vice-chairperson (B. Wallace)
- 6.3 Terms of reference for Hub Branch working group (E. Oxland and E. Elliott)
- 6.4 Subcommittee terms of reference (E. Oxland and E. Elliott)
- 6.5 2025 board work plan (B. Wallace)
- 6.6 Meeting schedule for Finance Committee (B. Wallace)
- 6.7 2024 annual report for the Municipality of Port Hope
- 6.8 Council report (V. Mink)

7. For Exploration

- 7.1 Policy review and development
- 7.2 Implementation of strategic goals (2024-2027)
- 7.3 Hub Branch operation
- 7.4 Loyalist College partnership

8. In camera meeting (25 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 b) and a matter in respect of which a board or committee of a board may hold a closed meeting (schedule C, s. 24 (5)- section 16.1 (4 g).

9. Correspondence, Communications and Comments

10. Adjournment and next meeting date

February 19, 2025 (change in day)

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