



**PORT HOPE PUBLIC LIBRARY BOARD AGENDA**

**Mary J. Benson Branch  
31 Queen Street  
Port Hope  
September 21, 2022  
4 pm**

**1. Introductory Remarks (Time Allotted: 1)**

- 1.1 Focus items for this meeting
- 1.2 Declaration of conflict of interest
- 1.3 Appointment of steering committee

**2. Respect and Land Acknowledgement Statement (Time Allotted: 1)**

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.

**3. Approval of agenda, minutes and measurement statistics September 21, 2022 (Time Allotted: 1)**

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

- 3.1 Agenda (Be it resolved that the agenda of the September 21, 2022 be approved)
- 3.2 Approval of the June 15, 2022 Board meeting minutes (Be it resolved that the minutes of the June 15, 2022 Board meeting be approved)
- 3.3 Performance measurement statistics as of August 31, 2022 (Be it resolved that the performance measurement statistics as of August 31, 2022 be received)

**4. Items for Discussion/Decision (Time Allotted: 85)**

- 4.1 Staff report
- 4.2 CEO report
- 4.3 Policy approval
  - 4.3.1 Board legacy plan (J. Keyes)
  - 4.3.2 Board succession plan (J. Keyes)
  - 4.3.3 Governance: Board orientation and training

- 4.3.4 Governance 8: Board evaluation
- 4.3.5 Governance 10: Planning
- 4.4 Transfer of the monthly Library Board bank account balance as of August 31, 2022  
(Be it resolved that the Library Board account balance of \$1784.12 be transferred to the Municipality of Port Hope)
- 4.5 Financial update Q3
- 4.6 Trustee engagement – board in transition OLS podcast
- 4.7 Municipal Council report (L. Carr)

**5. For Exploration and Development (Time Allotted: 1)**

- 5.1 2023 PHPL budget
- 5.2 Library service review
- 5.3 Board orientation
- 5.4 Policy development

**6. Question period (Time allotted: 1)**

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

- 7.1 Library service review and strategic priorities
- 7.2 2023 budget
- 7.3 2021 financial statements
- 7.4 Finance Committee report
- 7.5 Board appointments

**8. Next meeting**

**October 19, 2022**  
**4 p.m.**  
**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.***