



**MEETING MINUTES
PORT HOPE PUBLIC LIBRARY BOARD MEETING
February 21, 2024 @ 4:00 p.m.**

Board Members Present: Bob Wallace, Chairperson/Trustee; Vicki Mink, Trustee/Councillor; Erin Oxland, Trustee; Lyndsay Chapman, Trustee; Susan Jones Bouk, Trustee; Eleanor Elliott, Trustee

Attendance by Zoom: H. Briant, Trustee

Absent with notification: E. Coulter, Vice-Chairperson/Trustee

Staff present: Margaret Scott, CEO; Lori Altman, Recording Secretary

Bob Wallace, Chairperson called the meeting to order at 4:05 p.m.

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

- None

1.3. Appointment of steering committee

- L. Caine and E. Oxland

2. Approval of the Agenda February 21, 2024

Moved by: L. Caine

Seconded by: E. Oxland

Be it resolved that the agenda of February 21, 2024 be approved.

CARRIED

3. Introduction of new board member Gemma Sim.

4. Consent Agenda

4.1. Approval of the January 17, 2024 board meeting minutes

Moved by: L. Caine

Seconded by: E. Oxland

Be it resolved that the consent agenda be accepted as presented.

CARRIED

5. Performance Measurement statistics as of December 31, 2023

5.1 January 2024

5.2 December 2023 (updated)

Moved by: L. Caine

Seconded by: E. Oxland

Be it resolved that the performance measurement statistics as of December 31, 2023 and January 31, 2024 be received.

CARRIED

6. For Discussion/Decision

6.1. PHPL strategic plan discussion

- Reviewed our vision, mission and values
- Developed new strategic plan initiatives

6.1.1 Board planning by-law

6.1.2 OLS Strategic Planning for Public Libraries

6.1.3 PHPL Strategic Plan 2022-2026

6.1.4 Preliminary framework for an updated PHPL strategic plan

6.1.5 TCI service delivery review recommendations (2022)

6.1.6 Service delivery review recommendations incorporated in strategic plan template

6.1.7 Marketing/communications and programming staff input

6.1.8 Municipality of Port Hope Strategic Plan 2022-2026

7. In camera meeting

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) and labour relations or employee negotiations (section 16.1(4)

8. For Exploration

- 8.1. Strategic plan development
- 8.2 Port Hope Community Hub Branch
- 8.3 Mary J. Benson Branch children's area

9. Correspondence, Communication & Comments

10. Next Meeting Date and Adjournment

March 27, 2024 @4 p.m. (rescheduled from March 20/24)

Mary J. Benson Branch

Moved by: L. Caine

Seconded by: E. Oxland

That the board meeting adjourn at 6:00 pm.

CARRIED

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.