

Agenda  
Board Meeting  
St. Thomas Public Library Board  
September 20<sup>th</sup>, 2017  
4:15 p.m. Carolyn Kneeshaw Board Room

**Mission of the St. Thomas Public Library**

***Enriching and enhancing our community by providing equitable access to information and ideas, and by fostering creativity and the joy of reading.***

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| 1. Adoption of Agenda                                | MOTION |
| 2. Declaration of Pecuniary Interest                 |        |
| 3. Minutes from Meetings                             |        |
| 3.1 Minutes of Meeting June 21, 2017                 | MOTION |
| 4. Matters Arising from the Minutes                  |        |
| 5. Reports - Staff                                   |        |
| 5.1 CEO Report                                       | REPORT |
| 5.1.1 Incident Report Summary                        | REPORT |
| 5.1.2 Internet Filtering Report                      | MOTION |
| 5.1.3 Annual Report                                  | MOTION |
| 5.1.4 November Board Meeting: Date Change            | MOTION |
| 5.1.5 Strategic Plan Presentation                    |        |
| 5.2 Library Activities                               |        |
| 5.2.1 Managers Board Report                          | REPORT |
| 5.2.2 Manager, Access Services ALA Conference Report | REPORT |
| 5.2.3 Manager, Access Services PL Leaders Report     | REPORT |
| 5.2.4 Marketing Report                               | REPORT |
| 5.2.5 CASL Policy                                    | MOTION |
| 5.2.6 Printing Report                                | MOTION |
| 5.2.7 Wi-Fi splash page report                       | MOTION |
| 5.2.8 Staff Newsletter                               | REPORT |
| 5.3 Friends  |        |
| 5.3.1 Friends Book Sales Report – August 2017        | REPORT |
| 5.3.2 Friends Liaison Report                         | REPORT |
| 5.4 Statistics (Jan – August 2017)                   | REPORT |

- 6. Reports - Standing Committees - Reports
  - 6.1 Finance and Building and Grounds
    - 6.1.1 Revenue and Expenditure Statement Aug 31, 2017 MOTION
    - 6.1.2 Trust Fund – Aug 31, 2017 MOTION
    - 6.1.3 Trust Fund Transfer Summary REPORT
    - 6.1.4 2018 Capital Window Replacement Phase 1 of 2 MOTION
    - 6.1.5 2018 Capital Ranking MOTION
  - 6.2 Southern Ontario Library Service- None
  - 6.3 Personnel- None
  - 6.4 Fundraising and Public Relations - None
  - 6.5 Federation of Ontario Public Libraries - None
- 7. Correspondence
  - 7.1 Letter from Bruce Johnson, Elgin OGS Branch
- 8. Policies
  - 8.1 Policy: Rules of Conduct and Trespass #03-03 MOTION
  - 8.2 Policy: Regulations – Schedule of Fees and Fines #03-04 MOTION
  - 8.3 Policy: City of St. Thomas Confidentiality MOTION
- 9. Health and Safety
  - 9.1 Joint Health & Safety Committee Board Report REPORT
- 10. Other Business - None
- 11. Motion for Adjournment MOTION
- 12. Next Meeting – October 18<sup>th</sup>, 2017

Distributed: 2016 Annual Report