

Agenda  
Board Meeting  
St. Thomas Public Library Board  
March 21<sup>st</sup>, 2018  
4:15 p.m. Carolyn Kneeshaw Board Room

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

***We Connect***

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|--|--------|
| 1. Adoption of Agenda  | MOTION |
| 2. Declaration of Pecuniary Interest                                     |        |
| 3. Minutes from Meetings   |        |
| 3.1 Minutes of Meeting February 21 <sup>st</sup> , 2018                  | MOTION |
| 4. Matters Arising from the Minutes                                      |        |
| 5. Reports - Staff   |        |
| 5.1 CEO Report   | REPORT |
| 5.1.1 Staff Training Day   | MOTION |
| 5.2 Management Team Report   |        |
| 5.2.1 Space Usage Report   | REPORT |
| 5.2.2 Benefits of Shared Space   | REPORT |
| 5.3 Policies   |        |
| 5.3.1 Job Description: Circulation Team Leader #02-10-3.1                | MOTION |
| 5.3.2 Job Description: Public Services Page #02-10-2.5                   | MOTION |
| 5.3.3 Policy: Performance Planning and Appraisal – CEO #02-18            | MOTION |
| 5.3.4 Policy: Board Succession Planning                                  | MOTION |
| 5.3.5 Job Description: Board Chair                                       | MOTION |
| 5.3.6 Job Description: Board Vice-Chair                                  | MOTION |
| 5.3.7 Job Description: Board Member                                      | MOTION |
| 5.4 Friends  |        |
| 5.4.1 Friends Book Sales Report – February 2018                          | REPORT |
| 5.4.2 Friends Liaison Report   | REPORT |
| 5.5 Statistics   |        |
| 6. Reports - Standing Committees - Reports                               |        |
| 6.1 Finance Committee  |        |
| 6.1.1 Revenue and Expenditure Statement February 28 <sup>th</sup> , 2018 | MOTION |
| 6.1.2 Trust Fund – February 28 <sup>th</sup> , 2018                      | MOTION |

- 6.2 Personnel Committee
- 6.3 Public Relations and Fundraising Committee
- 6.4 Southern Ontario Library Service
- 6.5 Federation of Ontario Public Libraries

7. Correspondence

8. Health and Safety

9. Other Business - None

10. Motion for Adjournment

MOTION

11. Next Meeting – April 18<sup>th</sup>, 2018

Distributed at meeting: STaPLe Spring 2018