

Agenda  
Board Meeting  
St. Thomas Public Library Board  
May 16<sup>th</sup>, 2018  
4:15 p.m. Carolyn Kneeshaw Board Room

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

***We Connect***

- |                                                                                                              |        |
|--------------------------------------------------------------------------------------------------------------|--------|
| 1. Adoption of Agenda                                                                                        | MOTION |
| 2. Declaration of Pecuniary Interest                                                                         |        |
| 3. Presentations:                                                                                            |        |
| 3.1 2017 Financial Statements and 2017 CRA Registered Charity<br>Information Return – Graham Scott Enns, LLP | MOTION |
| 4. Minutes from Meetings                                                                                     |        |
| 4.1 Minutes of Meeting April 18 <sup>th</sup> , 2018                                                         | MOTION |
| 5. Matters Arising from the Minutes                                                                          |        |
| 6. Management Team Reports                                                                                   |        |
| 6.1 CEO Report                                                                                               | REPORT |
| 6.1.1 Staff Training Day Cancellation                                                                        | MOTION |
| 6.1.2 Library and Political Election Policy                                                                  | MOTION |
| 6.2 Fundraising Presentation                                                                                 | REPORT |
| 6.3 Friends                                                                                                  |        |
| 6.3.1 Friends Book Sales Report – April 2018                                                                 | REPORT |
| 6.3.2 Friends Liaison Report – April 2018                                                                    | REPORT |
| 7. Job Descriptions                                                                                          |        |
| 7.1 Job Description: Library Assistant                                                                       | MOTION |
| 7.2 Job Description: Library Services Coordinator                                                            | MOTION |
| 8. Reports - Standing Committees - Reports                                                                   |        |
| 8.1 Finance Committee                                                                                        |        |
| 8.1.1 Revenue and Expenditure Statement April 30 <sup>th</sup> , 2018                                        | MOTION |
| 8.1.2 Trust Fund – April 30 <sup>th</sup> , 2018                                                             | MOTION |
| 8.2 Personnel Committee                                                                                      |        |
| 8.2.1 IN CAMERA – Labour Relations                                                                           | MOTION |
| 8.2.2 IN CAMERA – Personal matters about an identifiable individual                                          | MOTION |

8.3 Public Relations and Fundraising Committee

8.4 Southern Ontario Library Service

8.5 Federation of Ontario Public Libraries

9. Correspondence

10. Health and Safety

10.1 Joint Health and Safety Committee Report to Board

REPORT

11. Other Business - None

12. Motion for Adjournment

MOTION

13. Next Meeting – June 20<sup>th</sup>, 2018

Distributed at meeting: