

Cobourg Public Library Board
Minutes
September 19th, 2018
7:00 p.m. Library Rotary Room

Board: Councillor Suzanne Séguin, Councillor Pat McCourt, Patricia Fenner, Kevin Caldwell, Jennifer Gillard, Brian Donaldson, Pauline Janitch, Michael Kerr, Diana Cleland

Staff: T. Robinson, CEO, K. Davis, Manager of Public Services, H. Viscount, Manager Access Services, J. Gard, Administrative Assistant

1. Call to Order

The meeting was called to order at 7:03 p.m. A quorum was established.

2. Approval of the Agenda

Moved by P. Janitch, seconded by D. Cleland, that the Agenda be approved as presented. Carried.

3. Declaration of conflict of interest

None declared.

4. Standard Agenda Items

- a) Minutes from meeting of August 15th 2018
- b) CEO's Report
- c) August 2018 Financials

Moved by P. McCourt, seconded by D. Cleland, that the Standard Agenda Items be approved as presented. Carried.

5. Business Arising

1. Board Succession Planning

The Town of Cobourg will be placing a block advertisement in the newspaper that will encourage residents of Cobourg and Hamilton Township to apply for appointment to the CPL Board. Those currently sitting on the CPL Board who would like to continue, will have to reapply for their seat.

2. Strategic Planning

Information from an in-house, survey was shared with the Board.

6. New Business

1. Library Statistics, 2017

Information regarding CPL's 2017 statistics from the Cobourg specific Annual Survey was shared. T. Robinson will share the Hamilton Township specific information in the future as well.

2. Appoint Performance Appraisal Committee

Kevin Caldwell, Pat McCourt, and Jennifer Gillard were appointed to the CEO Performance Appraisal Committee.

3. Draft Budget, 2019

A draft of the 2019 budget was presented. Additional versions and information will be brought to the October meeting.

7. Correspondence

1. Library Comment Form

8. In Camera
None

9. Adjournment
The meeting adjourned at 8:53 p.m.