

OAKVILLE PUBLIC LIBRARY BOARD AGENDA

**Thursday, January 14, 2016
Trafalgar Room
7:00 p.m.**

*Wireless devices must be switched to the
non-audible function during this meeting.*

*Assistive listening devices are available for
your convenience from the Clerk's staff.*

Register as a delegation

Those wishing to address the Oakville Public Library Board regarding an issue on this agenda are encouraged to do so. To appear as a walk-on delegation, please sign the *Delegation Register Sheet* located on the table in the back of the meeting room or notify the Library's Administration Office no later than noon the day of the scheduled Board Meeting.

If calling to register as a delegation wishing to present to the Board, contact the Library's Administration Office at 905-815-2031, oplboard@oakville.ca or by mail at Oakville Public Library Board, c/o Secretary to the Board, Oakville Public Library, 120 Navy Street, Oakville ON, L6J 2Z4 a week prior to the meeting. Those wishing to appear as a delegation are encouraged to review the Library's Delegation to the Library Board Policy which can be found on the Library's public site at opl.on.ca or upon request to the Secretary to the Board.

OAKVILLE PUBLIC LIBRARY BOARD MEMBERSHIP

The following Members of Council have been appointed to serve on the Library Board until November 30, 2016:

Councillor Jeff Knoll
Councillor Marc Grant

The following Oakville residents have been appointed to serve on the Library Board for the term of Council 2014 – 2018 or until their successors are appointed.

Mark Bettiol
Steven Bright
Pankaj Sardana

At its May 28, 2015 Regular meeting of the Board, Joan Sweeney Marsh was appointed Special Advisor to the Board.

**OAKVILLE PUBLIC LIBRARY BOARD
REGULAR MEETING OF THE BOARD**

AGENDA

**THURSDAY, JANUARY 14, 2016
TRAFALGAR ROOM
7:00 p.m.**

CHAIRPERSON: COUNCILLOR JEFF KNOLL

Regrets

Declarations of Pecuniary Interest

Confirmation of Minutes of the Previous Regular Meeting of the Board and Special Meeting of the Board 1-7

Public Minutes of the Regular Meeting of the Board November 26, 2015.

CONSENT ITEM(S)

1. **Status of Outstanding Board Reports** 8
 - Report from the CEO
2. **2016 Board Key Agenda Items** 9
 - Report from the CEO
3. **Monthly Health and Safety Report** 10
 - Report from the CEO

Recommendation:

That the consent items on the January 14, 2016 Regular Meeting of the Board agenda be received.

CONFIDENTIAL CONSENT ITEM(S)

There are no Confidential Consent Items listed for this agenda.

DISCUSSION ITEM(S)

4. **Report from the CEO** 11-23
Report from Charlotte Meissner, CEO, Oakville Public Library
- a. Questions arising from November 26, 2015 Board Meeting CEO Report
 - b. Questions arising from financial reports provided (dated Nov. 30, 2015)
 - c. 2016 Budget was approved Dec. 17, 2015

Recommendation:

That the Board receives the Report from the CEO dated January 14, 2016.

5. **Governance: Board of Directors Charter** – Board Chair Councillor Jeff Knoll 24-29
Review of draft Board Charter prepared per November 26, 2015 Board
Discussion and direction by Library CEO Charlotte Meissner and Board Vice-Chair
Steve Bright and Library-Town Memorandum of Understanding prepared by Town
Commissioner, Community Services Colleen Bell.

RECOMMENDATION: THAT the Oakville Public Library Board approves the Draft Oakville Public Library Board of Directors Charter and Draft Board-Town Memorandum of Understanding (MOU) as submitted by Library CEO Charlotte Meissner, Library Board Vice Chair Steve Bright and Town Commissioner, Community Services Colleen Bell.

Pages 30 to 34 confidential for Board only.

6. **Oakville Public Library Strategic Plan** – Report from CEO Charlotte Meissner 35-43
RECOMMENDATION: That THE Oakville Public Library Board authorize the
CEO to go to the market With the Request for Proposal as presented and/or modified to
obtain the services of the qualified suite of consultant(s) to assist with the creation of the
new Board Strategic Plan (2016-2019) by July 31, 2016.

7. **New Business**
ADJOURNMENT