

**Agenda**  
**Woodstock Public Library Board**  
**October 17, 2017**

**Date:** Tuesday, October 17, 2017  
**Place:** Library Meeting Room  
**Time:** 5:00 p.m.

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- 1. Call to Order/Chairperson's Remarks**
- 2. Approval of the Agenda**  
As Directed by the Board
- 3. Declaration of Conflict of Interest**
- 4. Minutes of the Meeting of September 19, 2017**  
As Directed by the Board
- 5. Business Arising from the Minutes**
  - a) CEO Update on Additional Focus Group**  
Verbal Report
  - b) Update on Financial Flow-through Account**  
Verbal Report
  - c) Policy Sign-off**  
Verbal Report
  - d) Board Chair at Friends Meeting**  
Verbal Report
- 6. Board Education**  
None
- 7. Consideration of Correspondence**  
For Information
  - a) Friends of the Woodstock Public Library**  
Minutes of the Meeting of October 11, 2017
  - b) Service Comment Form received, dated September 2, 2017**  
New website

- c) **Service Comment Form received, dated September 21, 2017**  
Hours of Operation sign
- d) **Service Comment Form received, dated September 21, 2017**  
Java installation
- e) **Service Comment Form, dated September 23, 2017**  
Minecraft program
- f) **Service Comments Form, dated October 10, 2017**  
Woodstock and Oxford County Library

**8. Administrative Reports**

For Information

- a) **Monthly Report**  
Report of the Chief Executive Officer for September and October, 2017
- b) **Statistics**  
Library Systems Activities for the month of September, 2017
- c) **Policy Review**

**9. Committee Reports**

- a) **Southern Ontario Library Service Trustee Council**  
No Report
- b) **Health and Safety**  
No Report
- c) **Grievance**  
No Report

**10. Finance**

As Directed by the Board

- a) **Treasurer's Report**  
DRAFT Statement of Revenues and Expenditures for the period ending September 30, 2017;  
  
DRAFT Summary of Trust Account for the period ending September 30, 2017; and  
  
DRAFT Summary of the Jessie McDougall Trust Fund for the period ending September 30, 2017.

**Suggested Resolution**

“That the DRAFT Statement of Revenues and Expenditures for the period ending September 30, 2017; and

the DRAFT Summary of Trust Account for the period ending September 30, 2017; and

the DRAFT Summary of the Jessie McDougall Trust Fund for the period ending September 30, 2017

be approved.”

- b) Draft 2018 Revenue Fund (Operating) Budget**  
To be distributed
- 11. New Business**
- a) Business Case**  
To be distributed
  - b) Donation**
- 12. Committee of the Whole In-camera**
- 13. Notices of Motion**  
None
- 14. Attachments**
- a)** *An afternoon distraction; Woodstock Sentinel Review; June 28, 2017*
  - b)** World Architecture Day Media Release; October 2, 2017
  - c)** *The Woodstock Public Library building was honoured in Queens Park; Heart FM website; October 11, 2017*
- 15. Adjournment**

### **VISION**

Your Destination for Discovery

### **MISSION**

The Woodstock Public Library is a community based accessible centre that responds to changing needs by providing up-to-date resources in a welcoming environment.