



**MEETING MINUTES**  
**PORT HOPE PUBLIC LIBRARY BOARD SPECIAL MEETING**  
**Mary J. Benson Branch**  
**31 Queen Street**  
**Port Hope, ON**  
**October 8, 2024**  
**4:30 p.m.**

Board Members Present: Bob Wallace, Chairperson/Trustee; Heather Briant, Trustee; Gemma Sim, Trustee; Susan Jones Bouk, Trustee; Lyndsay Chapman, Trustee; Vicki Mink, Trustee/Councillor

Absent with notification: Erin Coulter, Trustee; Erin Oxland, Trustee and Eleanor Elliott, Trustee  
Staff present: Margaret Scott, CEO

Bob Wallace, Chairperson called the meeting to order at 4:30 p.m.

**1. Call to Order**

**1.1. Respect and Land Acknowledgement Statement**

We believe that acknowledging territory shows recognition of and respect for Indigenous Peoples both in the past and in the present. We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Mississauga Nations. We believe that recognition and respect are essential elements of establishing healthy, reciprocal relations and are key to reconciliation.

**1.2. Declaration of conflict of interest**

- None

**1.3. Appointment of steering committee**

- L. Chapman and G. Sim

**2. Approval of the Agenda October 8, 2024**

- Moved by L. Chapman                      Seconded by: G. Sim

Be it resolved that the agenda of October 8, 2024 be approved.

**CARRIED**

**3. For Discussion/Decision**

**3.1. 2025 draft Port Hope Public Library Budget**

- The Board engaged in a careful and thoughtful review of the draft 2025 budget. Additionally there was discussion about the proposed new part-time marketing and communications position included in the draft budget proposal.

Moved by: L. Chapman

Seconded by: G. Sim

Be it resolved that the draft 2025 Port Hope Public Library budget in the amount of \$1,112,447 excluding any provision for a new marketing position be approved.

**CARRIED**

3.2 Presentation to Municipality of Port Hope Council – October 15, 2024

Susan Jones Bouk and Gemma Sim volunteered to create and present a slide presentation. It will focus on 2024 successes and growth including summer activities and increases in participation, visitors entering the library branches and circulation of materials throughout the first nine months of the year.

**9. Next Meeting Date and Adjournment**

**October 21, 2024 @ 4:30 p.m.**

**Mary J. Benson Branch**

Moved by: L. Chapman

Seconded by: E. Elliott

That the board meeting adjourn at 5:45 p.m.

**CARRIED**

**Port Hope Public Library Mission**

***Port Hope Public Library delivers quality, community-focused library services with a commitment to equitable and open access to all resources.***