



Agenda  
Newmarket Public Library Board

Wednesday, November 19, 2014 at 5:00 PM  
Regular Board Meeting

Agenda compiled on 18/11/2014 at 10:42 AM

## **Adoptions of Agenda**

1. Adoption of the Regular Agenda
2. Adoption of the Closed Session Agenda
3. Adoption of the Consent Agenda

## **Declarations**

## **Consent Agenda Items**

4. Adoption of the Regular Board Meeting Minutes for Wednesday, October 15, 2014 p. 1
5. Strategic Operations Report for October, 2014 p. 4
6. Library Statistical Data for October, 2014 p. 6
7. Monthly Bank Transfer p. 10
8. Correspondence from Michael Coteau, Minister, Ontario Ministry of Tourism, Culture and Sport re: 2014-15 Public Library Operating Grant p. 11
9. Correspondence Responses regarding e-Book Equity Pricing Letters from:
  - a) The Honorable Shelly Glover, P.C., M.P, Minister of Canadian Heritage and Official Languages p. 12
  - b) Michael Coteau, Minister, Ontario Ministry of Tourism, Culture and Sport p. 13
  - c) Richard Taylor, Deputy Commissioner, Competition Bureau of Canada p. 14

## **Closed Session**

10. No Closed Session items at time of Agenda distribution.

## **Business Arising**

11. 2015 Draft Capital and Operating Budget

12. Library Board Action List

p. 16

**New Business**

**Date(s) of Future Meetings**

**Adjournment**



**1**  
**Newmarket Public Library Board**  
**Regular Board Meeting**  
**Wednesday, October 15, 2014**  
**Newmarket Public Library Board Room**

**Present:** Joan Stonehocker – Chair (arrived at 5:10 pm)  
Tom Vegh – Vice Chair  
Tara Brown  
Michael Castro  
Wes Playter

**Staff Present:** Todd Kyle, CEO  
Linda Peppiatt, Deputy CEO  
Lianne Bond, Administrative Coordinator

**Regrets:** Tom Hempen  
John Taylor

**In the absence of the Chair, the Vice-Chair called the meeting to order at 5:05 pm**

**1. Adoption of Agenda Items**

- i) Adoption of Regular Agenda
- ii) Adoption of the Closed Session Agenda
- iii) Adoption of Consent Agenda items

The Vice-Chair asked if there were any additions to the agenda.

**Motion 14.10.331**

**Moved by Tara Brown**  
**Seconded by Michael Castro**

**That Agendas i) to iii) be adopted as presented.**

**Carried**

**2. Declarations**

None were declared.

**3. Consent Agenda Items:**

- i) Adoption of the Regular Board Meeting Minutes for Wednesday, September 17, 2014
- ii) Adoption of the Closed Session Meeting Minutes for Wednesday, September 17, 2014
- iii) Strategic Operations Report for September, 2014
- iv) Library Statistical Data for September, 2014
- v) Monthly Bank Transfer

**Motion 14.10.332****Moved by Wes Playter****Seconded by Tara Brown**

**That** Consent Agenda Item i) to v) be received as presented.

**Carried**

The Chair took over the meeting at 5:15 pm

**4. Motion to Convene into a Closed Session**

There were no closed session items.

**5. Reports**

i) Third Quarter Financial Statements

The Library continues to be on target for the third quarter of 2014 in both expenditures and revenue.

**Motion 14.10.333****Moved by Wes Playter****Seconded by Michael Castro**

**That** the Library Board receive the third quarter financial statement as presented.

**Carried**

ii) 2014 Business Plan – Interim Report

The CEO reviewed with the Library the progress with the 2014 Business plan. Two items were noted for Board consideration: Explore future service delivery and facilities options and Explore fundraising and sponsorship strategy to increase revenues.

**Motion 14.10.334****Moved by Tara Brown****Seconded by Wes Playter**

**That** the Library Board receive the report entitled 2014 Business Plan – Interim Report and defer items: Explore future service delivery and facilities options and Explore fundraising and sponsorship strategy to increase revenues, until a new Library Board is in place for 2015.

**Carried**

## 6. Business Arising

### i) Action List

The Board reviewed Action List. No updates or changes were made.

## 7. New Business

### i) 2015 Budget Process

The Town of Newmarket has requested that the Library submit a draft operating and capital budget for 2015 by mid-November. The CEO asked the Library Board for input and guidelines for the 2015 budget submission.

#### **Motion 14.10.335**

**Moved by Michael Castro**

**Seconded by Wes Playter**

**THAT the Library Board receive the report on the 2015 budget process;**

**AND THAT the Library Board consider for approval the budget submission at its November 19, 2015 Board meeting;**

**AND THAT the Board also instructs the CEO to bring the draft budget submission to the new Library Board at its earliest convenience for review. Any changes can then be submitted to the Town of Newmarket Finance Department before Council review.**

**Carried**

## 8. Date(s) of Future Meetings

The next regular Library Board meeting will be Wednesday, November 19, 2014 at 5:00 pm in the Library Board room

## 9. Adjournment

#### **Motion 14.10.336**

**Moved by Wes Playter**

**Seconded by Michael Castro**

**That there being no further business meeting adjourned at 6:00 pm.**

---

Joan Stonehocker  
Chair

---

Todd Kyle, CEO  
Secretary/Treasurer

# Strategic Operations Report – October, 2014

	<b>Igniting Community Dialogue, Discovery and Debate</b>	<b>Leading a Learning Community</b>	<b>Readying our Capabilities</b>
<b>Collaborative Relationships</b>	<ul style="list-style-type: none"> <li>IdeaMarket program Libraries: Surviving or Thriving featured 20 participants</li> <li>November IdeaMarket will be an Open Idea Night</li> <li>Indie Book Day in event attracted several local authors and about 50 members of the public</li> </ul>	<ul style="list-style-type: none"> <li>Citizenship judge visited ESL class hosted at library</li> <li>Library hosted Fair Chance Learning educational technology workshop for YRDSB teacher-librarians</li> <li>Library hosted Chamber of Commerce program on Celebrating Women Entrepreneurs</li> <li>Tech Time for Kids featured programs on video editing and LEGO robotics in partnership with PlāYR &amp; Spectrum</li> </ul>	<ul style="list-style-type: none"> <li>Library now selling York Region Transit tickets and passes under contract</li> <li>High school work experience student began volunteer placement in library</li> <li>CEO invited to sit on Smart Commute Central York advisory board</li> </ul>
<b>Spaces</b>	<ul style="list-style-type: none"> <li>CEO interviewed and photographed library users on chosen day for N6 libraries “snapshot” advocacy project</li> </ul>	<ul style="list-style-type: none"> <li>Library investigating installing charging stations for smartphones and other devices</li> </ul>	<ul style="list-style-type: none"> <li>Green Reads launch delayed due to operational issues with machine; manufacturer working on replacement</li> </ul>
<b>Positioning</b>	<ul style="list-style-type: none"> <li>CEO attended Chamber of Commerce young professionals “speed mentoring” event</li> <li>Press release created to highlight newcomer services; covered by yorkregion.com</li> <li>Shorted animated video produced to promote IdeaMarket on webpage</li> </ul>	<ul style="list-style-type: none"> <li>Digital learning outreach extended to a second retirement residence</li> <li>School outreach conducted to promote e-resources</li> </ul>	<ul style="list-style-type: none"> <li>Library won BEA Award for Innovation of the Year</li> <li>Poetry magnet sheets produced to promote library role and strategy</li> <li>E-resource library cards inserted into November issue of Chamber of Commerce newsletter</li> <li>Latest e-newsletter generated 1800 opens (50%)</li> </ul>
<b>Resources</b>	<ul style="list-style-type: none"> <li>Two volunteers recruited to help out with Seed Library</li> <li>York Info staff participated in Mulock Secondary School volunteer fair</li> </ul>	<ul style="list-style-type: none"> <li>Launch of 3D printer service delayed due to technical issues</li> <li>Demand for Visiting Library Service increasing; recruitment program to be held in Nov.</li> </ul>	<ul style="list-style-type: none"> <li>Automated Materials Handling system continues to work well and be well received by users</li> <li>Children’s program attendance up by 10% over last year</li> </ul>

	<b>Igniting Community Dialogue, Discovery and Debate</b>	<b>Leading a Learning Community</b>	<b>Readying our Capabilities</b>
		<ul style="list-style-type: none"> <li>• 22 people attended new course on Microsoft Excel</li> <li>• Digital Shift By Appointment program launched to offer one-on-one computer help</li> </ul>	<ul style="list-style-type: none"> <li>• N6 libraries negotiated consortium purchase of streaming video service and expanded e-audiobook collection; to launch in January</li> </ul>
<b>Organization &amp; Operations</b>	<ul style="list-style-type: none"> <li>• York Info staff collected info on Christmas assistance programs for database</li> </ul>	<ul style="list-style-type: none"> <li>• Library selected as Canadian pilot site for U. of Washington/Gates Foundation "Impact Survey" on digital literacy services; survey to begin in November.</li> </ul>	<ul style="list-style-type: none"> <li>• Electrical re-wiring and installation of new router switches completed; some additional website downtime outside library hours</li> <li>• Staff training on CLASS program registration/room booking system begun; library will launch in January</li> </ul>

## Newmarket Public Library Statistical Data - 2014

### Library Card Holders

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
NPL Card Holders	22,327	22,140	22,347	22,397	22,352	22,386	22,866	23,332	23,473	23,664		
Residents	20,463	20,279	20,456	20,499	20,462	20,487	20,925	21,381	21,527	21,707		
Non-Residents	1,864	1,861	1,891	1,898	1,890	1,899	1,941	1,951	1,946	1,957		

### New and Renewed Library Cards

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
New registrations	251	199	382	428	243	265	392	644	1,000	376			4,180
New non-resident	54	33	49	43	19	21	37	32	36	27			351
Renewed membership	667	628	715	445	649	585	1,085	327	40	529			5,670

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Website visits	13,591	10,908	12,882	13,399	12,752	11,531	12,040	11,950	11,723	12,615			123,391
# of PAC Account Logins	5,350	4,788	5,456	5,403	5,281	4,953	5,636	5,548	5,327	5,216			52,909
Room Rentals	70	71	61	84	74	50	49	45	64	74			642
Room Rental Hours	179	181	151	224	194	153	128	215	178	179			1,781

### Programs

#### 5 Year Trend - year to date October 31

# of Programs Held	2010	2011	2012	2013	2014
Adult	20	29	66	131	185
Children's	781	717	936	1,104	1,095
Total Programs	801	746	1,002	1,235	1,280

Program Attendance	2010	2011	2012	2013	2014
Adult	917	1,353	2,138	1,984	2,005
Children's	13,281	11,343	10,869	11,815	11,600
Total Attendance	14,198	12,696	13,007	13,799	13,605



## Newmarket Public Library Statistical Data - 2014

### Borrowing

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
eAudio books	419	402	465	555	496	365	605	580	603	632			5,122
eBooks	2,347	2,056	2,335	2,267	2,515	2,392	2,620	2,669	2,563	2,468			24,232
eMagazines	na	na	na	625	368	299	299	300	264	326			2,481
eMusic/Video	634	1,769	2,737	2,849	2,735	2,293	1,696	2,133	2,322	2,886			22,054
Backpack Kit	2	3	4	4	1	2	2	4	5	7			34
Book	24,090	22,484	27,439	25,247	25,805	23,610	33,976	29,703	26,540	27,107			266,001
CD-ROM/DVD-ROM	34	40	27	21	24	12	21	23	37	46			285
DVD/Blu-ray	3,938	3,787	4,453	4,221	4,192	3,344	4,734	4,409	3,723	3,886			40,687
eBook Reader	4	1	5	5	4	3	6	4	2	5			39
GPS	-	3	5	13	5	2	10	8	1	5			52
ILL	165	145	143	158	134	145	140	167	155	147			1,499
Language Kit	42	24	41	35	42	38	46	50	37	46			401
Laptop	47	35	24	38	40	22	36	27	15	16			300
Multimedia Kit	79	128	102	99	99	74	121	86	68	89			945
Music CD	637	609	696	572	550	387	418	561	397	456			5,283
Pedometer	4	7	21	18	23	20	14	10	5	7			1
Periodical	1,015	1,035	1,130	1,231	1,212	961	1,228	1,254	1,071	1,139			11,276
Portable Audio Book	26	32	42	36	48	41	47	41	36	56			405
Talking Book	884	837	902	891	855	887	964	904	817	880			8,821
Video	29	9	11	12	17	12	6	16	16	9			137
Video Game	262	258	370	350	285	215	495	433	340	294			3,302
Total Borrowing	34,658	33,664	40,952	39,247	39,450	35,124	47,484	43,382	39,017	40,507			393,485

### Database Usage

Adult Subscriptions	3,525	2,370	1,834	1,448	2,097	2,253	1,671	1,405	2,033	3,183			21,819
Children's Subscriptions	1,001	748	847	649	523	946	240	399	724	1,189			7,266
York Info (Community)	78,994	68,976	72,074	70,752	69,524	64,578	67,825	67,988	63,802	83,171			707,684
York Info (Volunteer)	10,842	9,908	11,649	8,915	11,635	12,045	10,848	11,360	9,722	13,261			110,185
Total Database Usage	94,362	82,002	86,404	81,764	83,779	79,822	80,584	81,152	76,281	100,804			846,954

## Newmarket Public Library Statistical Data - 2013

### Library Card Holders

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
NPL Card Holders	22,459	22,546	22,469	22,492	22,528	22,544	22,583	22,542	22,428	22,391	22,352	22,091
Residents	21,005	21,023	20,928	20,876	20,853	20,846	20,860	20,771	20,654	20,595	20,537	20,274
Non-Residents	1,454	1,523	1,541	1,616	1,675	1,698	1,723	1,771	1,774	1,796	1,815	1,817

### New and Renewed Library Cards

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
New registrations	259	250	315	221	224	237	352	274	273	288	235	129	3,057
New non-resident	54	51	33	43	50	23	45	39	25	32	36	25	456
Renewed membership	754	671	726	743	640	667	469	802	631	680	617	422	7,822

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Website visits	15,028	13,822	15,348	15,111	14,440	13,515	14,950	14,902	14,028	14,145	13,513	11,376	170,178
# of PAC Account Logins	5,426	5,109	5,291	5,576	6,414	5,323	5,830	5,844	5,474	5,998	5,487	5,505	67,200
Room Rentals	62	61	56	71	84	65	40	46	73	69	65	55	747
Room Rental Hours	114	143	139	188	154	184	103	152	126	180	164	154	1,800

### Programs

#### 5 Year Trend - year to date December 31

# of Programs Held	2009	2010	2011	2012	2013
Adult	36	23	33	93	157
Children's	996	952	845	1,167	1,273
Total Programs	1,032	975	878	1,260	1,430

Program Attendance	2009	2010	2011	2012	2013
Adult	1,407	948	1,408	2,323	2,149
Children's	15,756	15,444	12,956	12,905	13,784
Total Attendance	17,163	16,392	14,364	15,228	15,933

## Newmarket Public Library Statistical Data - 2013

### Borrowing

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
eAudio books	292	317	480	377	372	478	549	413	464	456	418	427	5,043
eBooks	1,495	1,564	1,827	1,767	1,799	1,813	2,059	2,009	1,822	1,949	1,829	2,055	21,988
eMusic/Video	2	2	10	9	3	1	8	8	2	6	-	1	52
Backpack Kit	3	1	2	1	6	1	6	5	5	7	4	1	42
Book	26,605	24,249	28,259	27,152	26,904	25,364	34,215	31,357	26,390	28,300	25,797	20,654	325,246
CD-ROM/DVD-ROM	49	60	42	62	39	25	56	59	51	65	24	30	562
DVD/Blu-ray	2,901	2,912	3,636	3,577	3,084	2,941	3,752	3,946	3,027	3,971	3,718	2,832	40,297
DVD/Blu-ray - New	1,052	861	638	579	548	579	685	364	298	404	353	226	6,587
DVD/Blu-ray - Restricted	187	200	283	260	241	248	229	257	255	281	337	263	3,041
DVD/Blu-ray - Restricted-	132	89	33	38	45	44	62	34	39	51	55	20	642
eBook Reader	11	11	10	11	11	10	10	13	5	3	6	5	106
GPS	9	7	10	20	12	6	10	14	5	6	2	4	105
ILL	128	114	126	141	212	119	159	146	146	180	142	84	1,697
Language Kit	59	34	66	58	58	36	35	35	46	43	45	32	547
Laptop	32	25	25	29	36	30	37	26	32	32	44	20	368
Multimedia Kit	91	95	84	85	75	68	122	129	125	131	100	84	1,106
Music CD	783	735	760	745	702	548	675	553	561	616	790	539	8,007
Pedometer	10	11	23	27	28	25	27	17	14	15	18	6	221
Periodical	1,370	1,147	1,099	1,159	1,190	1,240	1,349	1,263	1,092	1,045	1,033	921	13,908
Portable Audio Book	11	10	15	16	28	41	34	41	21	29	20	23	289
Talking Book	879	780	901	853	921	951	997	928	872	964	1,005	811	10,862
Video	33	37	22	17	32	26	15	8	15	14	17	16	252
Video Game	418	337	424	407	341	336	516	527	319	322	295	220	4,462
Total Borrowing	36,552	33,598	38,775	37,390	36,687	34,930	45,607	42,152	35,606	38,890	36,052	26,791	445,513

### Database Usage

Adult Subscriptions	3,604	2,796	3,886	3,610	3,247	2,319	3,399	1,960	3,021	3,502	2,885	2,084	36,313
Children's Subscriptions	895	561	1,107	1,613	1,133	803	753	237	340	728	796	213	9,179
York Info (Community)	83,732	79,568	92,108	97,034	91,088	74,105	75,203	83,752	76,324	73,627	74,941	81,069	982,551
York Info (Volunteer)	7,510	7,680	8,085	9,851	14,257	9,777	11,536	11,415	9,877	10,936	10,271	11,136	122,331
Total Database Access	95,741	90,605	105,186	112,108	109,725	87,004	90,891	97,364	89,562	88,793	88,893	94,502	1,150,374

**MEMORANDUM**

**To:** Newmarket Public Library Board

**From:** Todd Kyle, CEO

**Date:** November 19, 2014

**Re:** **Newmarket Public Library Bank Account – Fund Transfer**

---

**Recommendation:** The CEO recommends that the Library Board authorize the transfer of funds from the Newmarket Library bank account to the Town of Newmarket bank account through the following motion:

**THAT** the Library Board directs the CEO to authorize the Town of Newmarket Treasurer to transfer the net closing balance at October 31, 2014 of \$ 77,341.18 from the Newmarket Public Library Board bank account to the Town of Newmarket bank account.

Ministry of Tourism,  
Culture and Sport

Ministère du Tourisme,  
de la Culture et du Sport

Office of the Minister

Bureau du Ministre

9th Floor, Hearst Block  
900 Bay Street  
Toronto, ON M7A 2E1  
Tel: (416) 326-9326  
Fax: (416) 326-9338

9<sup>e</sup> étage, Édifice Hearst  
900, rue Bay  
Toronto, ON M7A 2E1  
Tél.: (416) 326-9326  
Téléc.: (416) 326-9338



OCT - 6 2014

**RECEIVED  
ADMINISTRATION**

OCT 16 2014

**NEWMARKET  
PUBLIC LIBRARY**

Mr. Todd Kyle  
Chief Executive Officer  
Town of Newmarket Public Library Board  
438 Park Avenue  
Newmarket, ON L3Y 1W1

Dear Mr. Kyle:

**Re: 2014-15 Public Library Operating, Pay Equity, and First Nation Salary Supplement Grants**

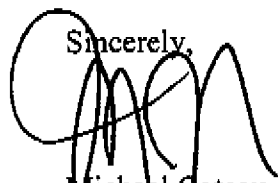
I am pleased to approve \$64,401 for your public library under the Public Library Operating, Pay Equity, and First Nation Salary Supplement Grants program for the 2014-15 fiscal year. Your funding includes library pay equity funding of \$626.

The Ontario government is committed to a strong library sector. Libraries play a significant role in contributing to lifelong learning, culture development and literacy. The Ministry is pleased to be able to continue its support for public libraries.

For further information about your grant obligations, please contact:

- Mima Casola, Culture Programs Advisor, at 416-314-7613 or by email at [mima.casola@ontario.ca](mailto:mima.casola@ontario.ca)
- Shannon Khan, Program Assistant, at 416-314-5186 or by email at [shannon.khan@ontario.ca](mailto:shannon.khan@ontario.ca)

Our government values the contributions of public libraries in building strong, vibrant communities across the province and I wish you success in your activities.

Sincerely,  
  
Michael Coteau  
Minister

Minister of Canadian Heritage  
and Official Languages



Ministre du Patrimoine canadien  
et des Langues officielles

Ottawa, Canada K1A 0M5

**RECEIVED  
ADMINISTRATION**

OCT 29 2014

**NEWMARKET  
PUBLIC LIBRARY**

OCT 24 2014

Mr. Todd Kyle  
Chief Executive Officer  
Newmarket Public Library  
438 Park Avenue  
Newmarket, Ontario  
L3Y 1W1

Dear Mr. Kyle:

Thank you for your letter of October 1, 2014, regarding the availability of electronic content to public libraries. I appreciate you taking the time to share your organization's concerns with me.

I understand that officials in my Department have spoken with representatives of the Ottawa Public Library and have heard first-hand about issues related to digital content acquisitions. We recognize the challenges these issues present for you and your patrons and we will continue to follow the matter closely given our Government's interest in Canadians' access to Canadian cultural content.

Please accept my best wishes.

Sincerely,

The Honourable Shelly Glover, P.C., M.P.

**From:** MTCS Correspondence (MTCS) [mailto:MtrMcIco@ontario.ca]

**Sent:** October-30-14 10:04 AM

**To:** Todd Kyle

**Subject:** Response Letter from the Honourable Michael Coteau, Minister of Tourism, Culture and Sport

1090MC-2014-403

October 30, 2014

Mr. Todd Kyle  
Chief Executive Officer  
Newmarket Public Library  
[tkyle@newmarketpl.ca](mailto:tkyle@newmarketpl.ca)

Dear Mr. Kyle:

Thank you for your letter regarding the Newmarket Public Library's concerns with respect to public library access to e-books and other electronic content. I welcome the opportunity to hear your views.

Our government is committed to supporting equitable and accessible public library service in Ontario. As you know, the growing popularity of digital content presents many challenges and opportunities for both libraries and publishers. My ministry proudly supports both of these sectors to help them adapt and succeed in a rapidly changing technological environment.

We are aware of the concerns that many public libraries have regarding the pricing, terms and availability of electronic publications, and we are exploring the matter.

Thank you again for bringing your library's concerns to my attention. I also appreciate your kind words of support with regards to my appointment as Minister of Tourism, Culture and Sport and Minister Responsible for the 2015 Pan Am and Parapan Am Games.

Sincerely,

Michael Coteau  
Minister

Direction générale des affaires  
civiles

Civil Matters Branch

Télécopieur-Facsimile  
(819) 953-8546Place du Portage I  
50, rue Victoria  
Gatineau (Québec)  
K1A 0C9Place du Portage I  
50 Victoria Street  
Gatineau, Québec  
K1A 0C9Téléphone-Telephone  
(819) 997-1209**RECEIVED  
ADMINISTRATION****OCT 21 2014****NEWMARKET  
PUBLIC LIBRARY**

October 15, 2014

Todd Kyle  
CEO  
Newmarket Public Library  
438 Park Ave  
Newmarket, Ontario L3Y 1W1**RE: Provision of e-content to Newmarket Public Library**

Dear Mr. Kyle:

Thank you for your letter dated October 1, 2014, regarding Newmarket Public Library's access to e-content.

As you may know, the Competition Bureau (the "Bureau") is an independent law enforcement agency that contributes to the prosperity of Canadians by protecting and promoting competitive markets and enabling informed consumer choice. As part of its mandate, the Bureau is responsible for the administration and enforcement of the *Competition Act* (the "Act"), a federal law that governs most business conduct in Canada. The Act contains civil provisions aimed at preventing anti-competitive practices from taking place in Canadian markets. You can find information about these provisions on our website: [www.competitionbureau.gc.ca](http://www.competitionbureau.gc.ca).

As a statute of general application, the Act does not provide the Commissioner of Competition (the "Commissioner") with any regulatory authority to compel entities to adopt a particular course of conduct in respect of their activities. Rather, where the Commissioner has evidence a contravention of the Act has occurred, he may take appropriate action which can include making an application to the Competition Tribunal for an order to remedy the effects of the contravention.

As you may be aware, the Commissioner has an ongoing investigation into the market for e-books in Canada. Further to this investigation, on February 7, 2014, the Commissioner sought a consent agreement with, among others, Hachette Book Group, HarperCollins, Simon & Schuster and Macmillan with the Competition Tribunal. This agreement seeks to remedy the Commissioner's concerns with respect to certain conduct. On February 21, 2014, Kobo Rakuten Inc. filed an application to the Tribunal to vary or rescind terms of the consent agreement. The Tribunal has issued a stay of the consent agreement while the matters of Kobo's application are resolved. You may view the consent agreement sought by the Commissioner and certain of the publishers on the Competition Tribunal website: [www.ct-tc.gc.ca](http://www.ct-tc.gc.ca).



-2-

The consent agreement does not prescribe any action to be taken with respect to the supply of e-content to libraries; however, should the Bureau find evidence of a contravention of the Act, it will not hesitate to take appropriate action.

As the Commissioner's investigation is ongoing, I am unable to disclose additional details at this time; however, should you wish to further discuss your concerns, please do not hesitate to contact Ms. Barbara Russell, Competition Law Officer in the Civil Matters Branch at (819) 934-3175.

For your information, pursuant to section 103.1 of the Act, any person may apply to the Tribunal for leave to make an application under certain sections of the Act.

Thank you for sharing your concerns with the Bureau.

Yours truly,

A handwritten signature in black ink, appearing to read "Richard Taylor". The signature is fluid and cursive, with a large initial "R" and a long, sweeping underline.

Richard Taylor  
Deputy Commissioner



## NEWMARKET PUBLIC LIBRARY BOARD - ACTION TRACKING LIST

Item No.	Date	Action Item	Assigned to	Status / Date of Completion
1-11	Updated: Mar. 21-12	Continue to build collaborative strategic partnerships with York Region School Boards	Library Board	Ongoing
9-11	20-04-11	Library Policy Review Schedule	Library Board	Board to review Governance Policy and Constitution for better consistency Policy Review schedule to updated September 17, 2014 and reviewed by Library Board
12-11	02-08-11	Review Revenue Generation Targets and Strategies	Library Board	Business Case Study of Digitization Lab to be resourced by CEO Action Plan report for April 18, 2012 Board meeting Deferred until completion of Town of Newmarket Service Review Program
1-12	Updated: 16-01-13	Friends of the Library – <i>Deferred to next Library Board term</i>	Library Board	Board meeting agenda item for March 27, 2013 Deferred to next Library Board term ( <i>motion 13.03-214</i> )
1-13	16-01-13	Expansion and Promotion of Library Art Collection	Library Board	Endeavour to expand and promote Art Collection

NOTE: Completed Action items will remain on the Action Tracking list for one month before they are removed.  
Board Action List – November 19, 2014

Item No.	Date	Action Item	Assigned to	Status / Date of Completion
2-13	19-06-13	CEO Annual Performance Review	Library Board Chair and Vice Chair	CEO annual review completed June 18, 2014 Next review date: May, 2015
3-13	19-06-13	Leading Boards Electronic Repository Renewal	Library Board	Renewed for 2014/15. Continue to review annually.
4-13	<u>Updated</u> 19-02-14	Library Ambassador Campaign	Library Board	<p>Campaign to promote Strategic Plan: CEO report to Board on October 23, 2013</p> <p>Arrange discussion, presentation or outreach activity to promote Strategic Plan.</p> <p>Library Board to send suggestions of organizations to CEO</p> <p>Develop Library Board Advocacy Group</p> <p>Completed: Municipal Candidate Letter and sent out by Chair and CEO.</p> <p>Question to be prepared for Chair to pose to candidates for 2014 Municipal Election</p>