



**Newmarket Public Library Board  
Regular Board Meeting  
Wednesday, February 18, 2015  
Newmarket Public Library Board Room**

- Present:** Joan Stonehocker – Chair  
Tom Vegh – Vice Chair  
Kelly Broome-Plumley  
Tara Brown
- Regrets:** Michael Castro  
Wes Playter  
Joe Sponga
- Staff Present:** Todd Kyle, CEO  
Linda Peppiatt, Deputy CEO  
Lianne Bond, Administrative Coordinator

**The Chair called the meeting to order at 5:10 pm**

**1. Adoption of Agenda Items**

- a) Adoption of Regular Agenda
- b) Adoption of the Closed Session Agenda
- c) Adoption of Consent Agenda items

The Chair asked if there were any additions to the agenda. Two items were added under New Business.

**Motion 15.02.361**

**Moved by Kelly Broome-Plumley  
Seconded by Tara Brown**

**That** Agendas a) to c) be adopted as amended.

**Carried**

**2. Declarations**

None were declared.

**3. Consent Agenda Items:**

- a) Adoption of the Regular Board Meeting Minutes for Wednesday, January 21, 2015
- b) Adoption of the Closed Session Meeting Minutes for Wednesday, January 21, 2015

- c) Strategic Operations Report for January, 2015
- d) Library Statistical Data for January, 2015
- e) Monthly Bank Transfer

**Motion 15.02.362**

**Moved by Tara Brown**  
**Seconded by Tom Vegh**

**That** Consent Agenda Item a) to e) be received as presented.

**Carried**

4. Motion to Convene into a Closed Session  
There were no closed session items.

**5. Policies**

- a) Local History and Genealogy Policy  
The revised Local History and Genealogy Policy now gives further clarification on locally written material.
- b) Visiting Library Service Policy  
The revisions to the Visiting Library Service policy ensure that the policy reflects the current practice for this service.

**Motion 15.02.363**

**Moved by Tara Brown**  
**Seconded by Kelly Broome-Plumley**

**That** the Library Board approve the Local History and Genealogy Policy and the Visiting Library Service Policy as presented.

**Carried**

- c) Procurement By-Law 2015-01

In order to formalize the revised Procurement Policy approved by the Library Board on December 17, 2014 the Board repealed By-Law 2006-01 and replaced it with By-Law 2015-01.

**Motion 15.02.364**

**Moved by Tom Vegh**  
**Seconded by Tara Brown**

**That** the Library Board repeal Procurement By-law 2006-01 and approve the amended Procurement By-Law 2015-01 as presented.

**Carried**

## 6. Reports

- a) 2014 Business Plan Success Report

The Board reviewed the 2014 Business Plan Success Report.

### **Motion 15.02.364**

**Moved by Tara Brown**  
**Seconded by Tom Vegh**

**That** the Library Board receive the 2014 Business Plan Success Report as presented.

**Carried**

## 7. Business Arising

- b) Action List

The Board reviewed Action List

### **Motion 15.02.365**

**Moved by Kelly Broome-Plumley**  
**Seconded by Tara Brown**

**That** the Library Board receive the Action List as presented.

**Carried**

## 8. New Business

- a) Library Cards for Shelter Residents

The Library Board was asked to consider a pilot project for one year to provide limited library services for residents of temporary shelters.

### **Motion 15.02.366**

**Moved by Tom Vegh**  
**Seconded by Kelly Broome-Plumley**

**That** the Library Board approved a one-year pilot project to facilitate the issue of limited library cards to residents of temporary shelters.

**Carried**

b) 2015 Newmarket Chamber of Commerce Home Show

Board members were invited to participate at the Library's booth at the upcoming Newmarket Chamber of Commerce Home Show being held from Friday, March 27<sup>th</sup> to Sunday, March 29<sup>th</sup> at the Ray Twinney Complex.

**9. New Business**

There was no new business.

**10. Date(s) of Future Meetings**

The next regular Library Board meeting will be Wednesday, March 18, 2015 at 5:00 PM in the Library Board room

**11. Adjournment**

**Motion 15.02.367**

**Moved by Tom Vegh  
Seconded by Kelly Broome-Plumley**

**That** there being no further business meeting adjourned at 6:10 PM.

---

Joan Stonehocker  
Chair

---

Todd Kyle, CEO  
Secretary/Treasurer