



Newmarket Public Library Board

Minutes

Date: Wednesday, October 21, 2020

Time: 5:30 PM

Location: Electronic VIA ZOOM

Members Present: Darcy McNeill, Chair
Jane Twinney, Vice Chair
Kelly Broome
Darryl Gray
Leslee Mason
Art Weis
Victor Woodhouse

Staff Present: Todd Kyle, CEO
Jennifer Leveridge, Manager, Library Services
Ben Shaw, Manager, Library Operations
Lianne Bond, Administrative Coordinator

1. Meeting to be held through live video interface via Zoom

The Chair called the meeting to order at 5:40 pm

2. Adoption of Agenda Items

- 2.1 Adoption of the Regular Agenda
- 2.2 Adoption of the Closed Session Agenda
- 2.3 Adoption of the Consent Agenda Items

Motion 20-10-135

Moved by Victor Woodhouse

Seconded by Leslee Mason

That items 2.1 to 2.3 be adopted as presented.

Carried

3. Declarations

None were declared.

4. Consent Agenda Items

4.1 Adoption of the Regular Board meeting minutes for Wednesday, September 16, 2020

4.2 Strategic Operations Report for September, 2020

4.3 Third Quarter Statistical Data

4.4 Third Quarter Financial Statements

Motion 20-10-136

Moved by Darryl Gray

Seconded by Victor Woodhouse

That items 4.1 to 4.4 be adopted as presented.

Carried

5. Reports

No reports.

6. Business Arising

6.1 Update on 2021 Operating and Capital Budget Requests

The update on 2021 Operating Budget outlined the potential for the need to fund mandatory increases to wages from Library Operating Reserves in 2021. Modifications have been made to the 2021 Capital Budget request to focus on maintenance of critical infrastructure.

Motion 20-10-137

Moved by Victor Woodhouse

Seconded by Darryl Gray

That the Library Board receive the report on Update on 2021 Budget Requests;

And that the use of Library Operating Reserves to cover any shortfall in the 2021 fiscal year be brought back to the Library Board when the 2021

Operating and Capital Budget requests have been approved by the Town of Newmarket Council.

Carried

6.2 Consolidated Revisions to Governance Policy

Revisions to the Newmarket Public Library Board Governance Policy were reviewed by the Board.

Motion 20-10-138

Moved by Jane Twinney

Seconded by Kelly Broome

That the Library Board receive the report on consolidated revisions to the Governance Policy;

And that the Library Board will further review the revisions to the Governance Policy as presented.

Carried

6.3 Library Board Action List

The Library Board reviewed the Action List.

Motion 20-10-139

Moved by Victor Woodhouse

Seconded by Leslee Mason

That the Library Board received the Action List as presented.

Carried

7. New Business

7.1 Inclusion and Anti-Discrimination Policy

The Library Board reviewed the new Inclusion and Anti-Discrimination policy drafted due to recent concerns globally regarding racism.

Motion 20-10-140

Moved by Victor Woodhouse

Seconded by Jane Twinney

That the Library Board receive the report on Inclusion and Anti-Discrimination Policy;

And that the Library Board approve the policy as drafted.

Carried

8. Closed Session (if required)

9. Dates of Future Meetings

9.1 The next Regular Board meeting is scheduled for Wednesday, November 18, 2020 at 5:30 pm. Location electronic via Zoom

10. Adjournment

Motion 20-10-141

Moved by Kelly Broome

Seconded by Darryl Gray

That there being no further business the Library Board adjourn at 6:25 pm.

Carried

Darcy McNeill, Chair

Todd Kyle, Secretary/Treasurer