Newmarket Public Library Board

Minutes

Date:	Wednesday, January 20, 2021
Time:	5:30 PM
Members Present:	Darcy McNeill, Chair Darryl Gray Leslee Mason Art Weis Victor Woodhouse
Members Absent:	Jane Twinney, Vice Chair Kelly Broome
Staff Present:	Linda Peppiatt, Deputy CEO Lianne Bond, Administrative Coordinator Benjamin Shaw, Manager, Library Operations Jennifer Leveridge, Manager, Library Services
Guests:	Lynn Georgeff, Director of Human Resources, Town of Newmarket (joined at 6:10 pm) Ian McDougall, Commissioner, Community Services, Town of Newmarket (joined at 6:10 pm)

1. Meeting to be held through live video interface

The Chair called the meeting to order at 5:35 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 21-02-156
Moved by Victor Woodhouse
Seconded by Darryl Gray

That Agenda 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 November 18, 2020

4.2 Adoption of the Special Board meeting minutes - Open Session for January 4, 2021

4.3 Strategic Operations Report - December, 2020

Motion 21-01-157
Moved by Darryl Gray
Seconded by Leslee Mason

That items 4.1 to 4.3 be adopted as presented.

Carried

4.4 Fourth Quarter Statistical Data

Clarification was provided regarding the reporting of new registrations statistics year over year.

Motion 21-01-158
Moved by Darryl Gray
Seconded by Art Weis

That item 4.4 be adopted as presented.

Carried

5. Business Arising

5.1 Marketing and I.T. Realignment update

As Library CEO and Town IT Director positions are currently not filled on a permanent basis, the finalizing of the Joint I.T Steering Committee agreement will be delayed until permanent leaders are in place on both sides.

Due to the COVID-19 pandemic, it is recommended that the one-year pilot Service Level Agreement Between Town of Newmarket Recreation & Culture/Marketing & Sponsorship and Newmarket Public Library be extended for one year.

Motion 21-01-159
Moved by Leslee Mason
Seconded by Victor Woodhouse

That the Library Board receive the report on Marketing and IT realignment agreements;

And That the Library Board authorize the C.E.O. to extend for one year the pilot Service Level Agreement Between Town of Newmarket Recreation & Culture/Marketing & Sponsorship and Newmarket Public Library.

5.2 Library Board Action List

The Board reviewed the Action List.

Motion 21-01-160
Moved by Darryl Gray
Seconded by Art Weis

That the Library Board receive the Action List as presented.

Carried

6. New Business

There was no New Business.

7. Closed Session

7.1 Personal matters about an identifiable individual per section 16.1.4 (b) of the Public Libraries Act, R.S.O. 1990 Chapter P.44

Motion 21-01-161
Moved by Victor Woodhouse
Seconded by Leslee Mason

That the Library Board move in to Closed Session at 5:50 pm to discuss matters personal matters pertaining to an identifiable individual.

Carried

Motion 21-01-162
Moved by Art Weis
Seconded by Darryl Gray

That the Library Board move out of Closed Session at 6:51 pm.

Carried

Motion 21-01-163
Moved by Art Weis
Seconded by Darryl Gray

Motions Arising from Closed Session:

That the Closed Session minutes for the following dates be adopted as presented.

February 19, 2020
April 2, 2020
April 4, 2020
June 17, 2020
January 4, 2021

Carried

Motion 21-01-164
Moved by Victor Woodhouse
Seconded by Leslee Mason

That the Library Board Chair will investigate the direction provided by the Library Board in the Closed Session.

Carried

8. Dates of Future Meetings

8.1 The next regular Library Board meeting is scheduled for Wednesday, February 17, 2021 at 5:30 pm. Location electronic via Zoom.

9. Adjournment

Motion 21-01-165
Moved by Victor Woodhouse
Seconded by Darryl Gray

That there being no further business the Library Board adjourn at 6:52 pm.

Carried

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Darcy McNeill, Chair

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Linda Peppiatt,

Acting Secretary/Treasurer