



**Newmarket Public Library Board  
Regular Board Meeting  
Wednesday, October 21, 2015  
Newmarket Public Library Board Room**

**Present:** Joan Stonehocker – Chair  
Tom Vegh – Vice Chair  
Tara Brown  
Kelly Broome-Plumley  
Joe Sponga (arrived at 5:35pm)

**Regrets:** Darcy McNeill  
Venkatesh Rajaraman

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

**The Library Board Chair called the meeting to order at 5:30 pm**

**Adoption of Agenda Items**

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

The Chair asked if there were any additions to the agenda. 1 item was added to the Closed Session agenda.

**Motion 15.10.50**

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

**That Agendas 1) to 3) be adopted as amended.**

**Carried**

**Declarations**

None were declared.

**Consent Agenda Items:**

4. Adoption of the Special Board Meeting Minutes for Saturday, September 12, 2015
5. Adoption of the Regular Board Meeting Minutes for Wednesday, September 16, 2015
6. Strategic Operations Report for September

7. Library Statistical Data for September, 2015
8. Monthly Bank Transfer

**Motion 15.10.51**

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

**That** Consent Agenda Items 4) to 8) be received as presented.

**Carried**

**Motion to Convene into a Closed Session**

**Motion 15.10.52**

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

**That** the Library Board moved into Closed Session at 5:32 pm regarding a labour relations matter.

**Carried**

**Motion 15.10.53**

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

**That** the Library Board move out of Closed Session at 5:35 pm.

**Carried**

Motions arising from the Closed Session:

**Motion 15.10.54**

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

**That** the Library Board receive the verbal report regarding a labour relations matter.

**Carried**

## **Correspondence**

### **9. Southern Ontario Library Service (SOLS)**

Correspondence was received from SOLS asking the Library Board to appoint a represented to participate in the SOLS Trustee Council. Library Board member Tara Brown agreed to represent the Newmarket Public Library Board at the SOLS Trustee Council Meeting on November 14, 2015.

## **Policies**

### **10. Health and Safety Policy**

No Changes were recommended to the Health and Safety Policy.

### **Motion 15.10.55**

**Moved by Joe Sponga**

**Seconded by Kelly Broome-Plumley**

**That** the Library Board approve the Health and Safety Policy as presented.

**Carried**

### **11. Room Rental Rates**

The Library Board reviewed the new room rate schedule proposal and discussed ways to further promote this service.

### **Motion 15.10.56**

**Moved by Joe Sponga**

**Seconded by Tara Brown**

**That** the Library Board approve the proposed new Room Rental Rate schedule, effective January 1, 2016.

**Carried**

## **Reports**

### **12. Third Quarter Financial Statements**

The Library continues to be on target for the third quarter of 2015 in both expenditures and revenue.

### **Motion 15.10.57**

**Moved by Tom Vegh**

**Seconded by Tara Brown**

**That** the Library Board receive the Third Quarter Financial Statements as presented.

**Carried**

## **Business Arising**

### **13. 2016 Capital and Operating Budget Requests**

There was no report.

### **14. Library Board Action List**

The Library Board reviewed the Action List.

### **Motion 15.10.58**

**Moved by Joe Sponga**

**Seconded by Kelly Broome Plumley**

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

**Carried**

## **New Business**

### **15. Health and Safety for Board members eLearning**

Deferred to next regularly scheduled Library Board meeting.

## **Date(s) of Future Meetings**

**16.** The next regular Library Board meeting will be Wednesday, November 18, 2015 at 5:30 pm in the Library Board room.

## **Adjournment**

### **Motion 15.10.59**

**Moved by Joe Sponga**

**Seconded by Tara Brown**

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

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Joan Stonehocker  
Chair

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Todd Kyle, CEO  
Secretary/Treasurer