



**Newmarket Public Library Board  
Regular Board Meeting  
Wednesday, January 20, 2017  
Newmarket Public Library Board Room**

**Present:** Joan Stonehocker, Chair  
Tara Brown, Vice Chair  
Kelly Broome (arrived at 5:50 pm)  
Darcy McNeill  
Venkatesh Rajaraman  
Tom Vegh

**Regrets:** Jane Twinney

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

**The Library Board Chair called the meeting to order at 5:35 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. One item was added under Business Arising.

**Motion 17.01.176**

**Moved by Venkatesh Rajaraman**

**Seconded by Darcy McNeill**

**That** Agenda items 1) to 3) be adopted as amended.

**Carried**

**Declarations**

None were declared.

**Consent Agenda Items:**

4. Adoption of the Regular Board Meeting Minutes for Wednesday, December 14, 2016
5. Strategic Operations Report for December, 2016
6. Library Statistical Data for December, 2016
7. Monthly Bank Transfer

**Motion 17.01.177**  
**Moved by Tara Brown**  
**Seconded by Tom Vegh**

**That** Consent Agenda items 4) to 7) be received and approved as presented.

**Carried**

### **Closed Session**

**8.** There were no Closed Session items.

### **Reports**

**9.** 2016 Business Success Plan Report

The C.E.O. reviewed the 2016 Business Success Plan Report with the Library Board

**Motion 17.01.178**  
**Moved by Tom Vegh**  
**Seconded by Venkatesh Rajaraman**

**That** the Library Board receive the 2016 Business Plan Success Report as presented.

**Carried**

### **Business Arising**

**10.** 2013-2016 Strategic Plan Review

The Library Board in reviewing the current Strategic Plan, agreed to build on the current plan in place and create a new action plan. The Board would like to meet with Town of Newmarket Senior Staff to discuss the Town of Newmarket's priorities in order to ensure the Library's Strategic goals align with the Town of Newmarket's.

**11.** Strategic Technology Committee

A revised draft Terms of Reference for a Strategic Technology Subcommittee was reviewed by the Library Board.

**Motion 17.01.179**  
**Moved by Tara Brown**  
**Seconded by Tom Vegh**

**That** the Library Board approve the Strategic Technology Committee Terms of Reference as presented.

**Carried**

**12.** Library Board Action List

The Library Board reviewed and updated the Action list.

**13. Leadership by Design e-Learning**

a) Demonstrating Value Video

It was decided not view this video.

b) Knowledge Gap Analysis

Library Board members will complete the Knowledge Gap Analysis for the next regularly scheduled Board meeting. Results from the Analysis will be reviewed at this meeting.

**14. Library Efficiencies Review**

The Library Board was asked to reconsider participating in an efficiency review conjointly with the Town of Newmarket. (September 7, 2016 Library Board meeting, motion 16.09.143)

**Motion 17.01.180**

**Moved by Darcy McNeill**

**Seconded by Venkatesh Rajaraman**

**That** the Board authorize the C.E.O. to participate in the commissioning of a study conjointly with the Town of Newmarket as described in the report with a view to operating a new and or joint library facility;

**And That** the Board authorize in principle the expenditure of up to \$25,000 as the Library's 50% share of the related costs, to be transferred from the Operating Reserve as needed at the end of the fiscal year.

**Carried**

**New Business**

There was no new business.

**Date(s) of Future Meetings**

15. The next regular Library Board meeting is rescheduled to February 15, 2017 at 5:30 in the Library Board room.

**Adjournment**

**Motion 17.01.181**

**Moved by Tom Vegh**

**Seconded by Kelly Broome**

**That** there being no further business meeting adjourned at 6:45 pm.

**Carried**

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Joan Stonehocker  
Chair

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Todd Kyle, CEO  
Secretary/Treasurer