



**Newmarket Public Library Board  
Regular Board Meeting  
Wednesday, October 18, 2017  
Newmarket Public Library Board Room**

**Present:** Joan Stonehocker, Chair  
Tara Brown, Vice Chair  
Kelly Broome  
Darcy McNeill  
Jane Twinney  
Tom Vegh (arrived at 6:25 pm)  
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 6:00 pm**

**Maker Hub Presentation and Tour: 5:30 – 6:00 pm**

A presentation on the Maker Hub and tour of the space was conducted for Library Board members.

**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.

**Motion 17.10.232**

**Moved by Jane Twinney**

**Seconded by Kelly Broome**

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

**Carried**

**Declarations**

None were declared.

**Consent Agenda Items:**

4. Adoption of the Regular Board Meeting Minutes for Wednesday, September 20, 2017
5. Strategic Operations Report for September, 2017

6. Library Statistical Data for September, 2017

7. Monthly Bank Transfer

**Motion 17.09.217**

**Moved by Darcy McNeill**

**Seconded by Jane Twinney**

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

**Carried**

**Closed Session**

8. Motion to move into Closed Session

No Closed Session items at the time of agenda distribution.

**Policies**

9. Program Policy

Revisions to the Program Policy were reviewed by the Library Board.

**Motion 17.10.233**

**Moved by Venkatesh Rajaraman**

**Seconded by Tara Brown**

**That** the Library Board approve the revised Program Policy.

**Carried**

**Reports**

10. Third Quarter Financial Statement

The Library is on target for the third quarter of 2017 in both expenditures and revenue.

**Motion 17.10.234**

**Moved by Darcy McNeill**

**Seconded by Kelly Broome**

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

**Carried**

11. 2016-2017 Annual Report to the Community

A draft Annual Report to the Community was reviewed by the Library Board. The Board recommended some changes to the report and congratulated the Library on its achievements.

**Motion 17.10.235**

**Moved by Venkatesh Rajaraman**

**Seconded by Jane Twinney**

**That** the Library Board approved the 2016-2017 Annual Report to the Community as amended.

**Carried**

### **Business Arising**

#### **12. Leadership by Design e-Learning**

##### a) Board Performance and Community Development

The Library Board reviewed and discussed the Board Performance and Community Development sections that were identified in the Board governance knowledge gap analysis.

#### **13. Library Board Action List**

The Library Board reviewed the Action list.

#### **Motion 17.10.236**

**Moved by Tara Brown**

**Seconded by Tom Vegh**

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

**Carried**

### **New Business**

There was no New Business.

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

**14.** The next regular Library Board meeting is scheduled for Wednesday, November 15, 2017 at 5:30 in the Library Board room.

### **Adjournment**

#### **Motion 17.10.237**

**Moved by Darcy McNeill**

**Seconded by Tara Brown**

**That** there being no further business meeting adjourned at 7:00 pm.

**Carried**

---

Joan Stonehocker  
Chair

---

Todd Kyle, CEO  
Secretary/Treasurer