



**Newmarket Public Library Board
Regular Board Meeting
Wednesday, January 17, 2018
Newmarket Public Library Board Room**

Present: Joan Stonehocker, Chair
Tara Brown, Vice Chair
Jane Twinney
Tom Vegh

Regrets: Kelly Broome
Darcy McNeill
Venkatesh Rajaraman

Staff Present: Todd Kyle, C.E.O.
Linda Peppiatt, Deputy C.E.O.
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. One item was added under New Business.

Motion 18.01.252

Moved by Jane Twinney

Seconded by Tom Vegh

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 Monday, December 11, 2017
5. Strategic Operations Report for December, 2017
6. Library Statistical Data for December, 2017
7. Monthly Bank Transfer

Motion 18.01.253**Moved by Tara Brown****Seconded by Jane Twinney**

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

Carried

Closed Session

There were no Closed Session items.

Reports

8. Impact Survey

Results from the Impact Survey conducted in September, 2017 were reviewed by the Library Board. The subscription ended in November, 2017 and will not be renewed for 2018.

Motion 18.01.254**Moved by Tara Brown****Seconded by Tom Vegh**

That the Library Board receive the report on the Impact Survey.

Carried

Business Arising

9. Bill 148 Budget Implications

The C.E.O. reviewed the implications of the minimum wage increase in 2018 on the 2018 Operating Budget with Library Board members.

Motion 18.01.255**Moved by Tom Vegh****Seconded by Jane Twinney**

That the Library Board approved the use of the Operating Reserve to cover expenditures in 2018 related to Bill 148 implementation up to \$15,000 if needed.

Carried

10. Knowledge Gap Analysis Discussions

- a) Library Management, Stewardship and Accountability

Motion 18.01.256

Moved by Tara Brown

Seconded by Tom Vegh

That this item be deferred.

Carried

11. Library Board Action List

The Library Board reviewed the Action list.

Motion 18.01.257

Moved by Tom Vegh

Seconded by Tara Brown

That the Library Board receive the Library Board Action List.

Carried

New Business

12. Carpet Replacement

Options for the plan to replace carpeting in the Library and how the project can be funded were presented to the Library Board. The Board agreed to move forward with first year plan for carpet replacement.

Motion 18.01.257

Moved by Jane Twinney

Seconded by Tara Brown

That the Library Board approve the replacement of carpet on the main floor and stairs using the Capital Asset Replacement Fund designated for this purpose.

Carried

13. Sunday Openings in December

In previous years, the Library closed the Sunday before Christmas and New Year's. The Board discussed these closures and agreed that the Library should maintain regular operating hours on Sundays during the month of December.

Motion 18.01.258

Moved by Tom Vegh

Seconded by Jane Twinney

That the Library Board recommends that regular operating hours on Sundays in the month of December be maintained.

Carried.

Date(s) of Future Meetings

14. The next Library Board Regular meeting is Wednesday, February 21, 2018 at 5:30 pm in the Library Board room.

Adjournment

Motion 18.01.259

Moved by Jane Twinney

Seconded by Tara Brown

That there being no further business meeting adjourned at 6:15 pm.

Carried

Joan Stonehocker
Chair

Todd Kyle, CEO
Secretary/Treasurer