



**Newmarket Public Library Board  
Regular Board Meeting  
Wednesday, February 21, 2018  
Newmarket Public Library Board Room**

**Present:** Joan Stonehocker, Chair  
Tara Brown, Vice Chair  
Kelly Broome  
Jane Twinney  
Venkatesh Rajaraman

**Regrets:** Darcy McNeill  
Tom Vegh

**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 5:35 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.

**Motion 18.02.260**

**Moved by Venkatesh Rajaraman**

**Seconded by Tara Brown**

**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, January 17, 2018
5. Strategic Operations Report for January, 2018

6. Library Statistical Data for January, 2018
7. Monthly Bank Transfer

**Motion 18.02.261**

**Moved by Jane Twinney**

**Seconded by Tara Brown**

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

**Carried**

The CEO proposed to the Library Board that the Library Statistical Data Consent Agenda item be changed from monthly to quarterly. The Board agreed to the change.

**Reports**

There were no reports

**Business Arising**

8. Knowledge Gap Analysis Discussions
  - a) Library Management, Stewardship and Accountability

This item was deferred.

9. Library Board Action List

The Library Board reviewed the Action list.

**Motion 18.02.262**

**Moved by Kelly Broome**

**Seconded by Tara Brown**

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

**Carried**

10. Operational Efficiencies Review Implementation

The CEO discussed with Library Board members the report on Operational Efficiencies review implementation. The Library Board added that Town of Newmarket Council be requested to consider a Library facility needs study in the first or second quarter of 2019.

**Motion to Convene into a Closed Session**

**Motion 18.02.263**

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

That the Library Board move in to a Closed Session at 6:05 pm for the purpose of discussing Labour Relation Matters.

**Carried**

**Motion 18.02.264**  
**Moved by Venkatesh Rajaraman**  
**Seconded by Jane Twinney**

**That the** Library Board move out of Closed Session at 6:25 pm.

**Carried**

**Motion arising from Closed Session:**

**Motion 18.02.265**  
**Moved by Venkatesh Rajaraman**  
**Seconded by Jane Twinney**

**That** the Library Board receive the report on Operational Efficiencies Review implementation;

**And That** the Library Board authorize the C.E.O. to implement the recommendations of the Newmarket Public Library Effectiveness and Efficiency Study where possible and in line with current and future approved operating budgets;

**And That** the Library Board request Town of Newmarket Council to grant similar approval;

**And That** the Library Board request that the Library facility needs study be considered by the Town of Newmarket Council in the first or second quarter of 2019;

**And That** the Library Board approve the use of up to \$50,000 from the Library Operating Reserve in 2018 and in 2019 to cover possible expenditure over and above approved annual budgets related to the interim organizational structure;

**And That** the implementation of the recommendations in Marketing and Communication and Information Technology be subject to the completion of service level agreements.

**Carried**

**New Business**

## **11. Ontario Pre-Budget Submissions**

The Library Board reviewed the request from the Federation of Ontario Public Libraries (FOPL) in conjunction with the Ontario Library Association (OLA) to pass a motion requesting increased funding to libraries from the Province of Ontario.

### **Motion 18.02.266**

**Moved by Tara Brown**

**Seconded by Kelly Broome**

**Whereas** public libraries provide safe, inclusive, and vibrant community spaces where everyone is welcome to learn, work, connect, and have fun; and,

**Whereas** the Newmarket Public Library engages with the community to provide a centre of learning, dialogue, and discovery; and,

**Whereas** the Newmarket Public Library continues to have a limited resource budget despite an increase in digital borrowing of 488 percent, the addition of many technology help and discovery programs, and the establishment of the Maker Hub, a new digital creative space; and,

**Whereas** the Newmarket Public Library continues to manage public resources with the utmost care and is committed to the sustainability of its services;

**Therefore be it Resolved that** the Newmarket Public Library Board urges the Province of Ontario to recognize the contribution of local libraries within their communities and to cease the 20 year budget freeze to local libraries in acknowledgement to the services they offer to all residents; and,

**Be it Further Resolved that** the Newmarket Public Library Board urges the Province of Ontario to reinstate adequate and appropriate funding for local libraries, increasing each year going forward in line with the consumer price index; and,

**Be it Further Resolved that** the Newmarket Public Library Board urges the Province of Ontario to commit funds to a shared and efficient Ontario Digital Library in order to provide equitable online services to all Ontarians; and,

**Be it Further Resolved that** a copy of this resolution be sent to Town of Newmarket Council for their endorsement; and,

**Be it Finally Resolved that** a copy of this resolution be sent to the Minister of Tourism, Culture, and Sport, to the Ontario Minister of Municipal Affairs, to the local MPP, to the Ontario Library Association, and to the Federation of Ontario Public Libraries.

**Carried**

**12. Handout on Library Facilities Needs**

The Library Board reviewed the draft handout that has been prepared to be distributed to community members at the Town of Newmarket Community Open House on February 27, 2018.

**Motion 18.02.267**

**Moved by Venkatesh Rajaraman**

**Seconded by Kelly Broome**

**That** the Library Board receive the report on library facility needs handout.

**Carried**

**13. Library Social Event Expenses**

A report on the Library's social event practices was reviewed by the Library Board.

**Motion 18.02.268**

**Moved by Tara Brown**

**Seconded by Venkatesh Rajaraman**

**That** the Library Board receive the report on library social event expenses.

**Carried**

**Date(s) of Future Meetings**

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

**Adjournment**

**Motion 18.02.269**

**Moved by Kelly Broome**

**Seconded by Tara Brown**

**That** there being no further business meeting adjourned at 6:40 pm.

**Carried**

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Joan Stonehocker  
Chair

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Todd Kyle, CEO  
Secretary/Treasurer