



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

Present: Joan Stonehocker, Chair
Tara Brown, Vice Chair
Kelly Broome
Darcy McNeill
Venkatesh Rajaraman

Regrets: Jane Twinney
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. One item was added under New Business.

Motion 18.03.270

Moved by Darcy McNeill

Seconded by Kelly Broome

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, February 21, 2018

5. Adoption of the Closed Session Meeting Minutes for Wednesday, March 21, 2018
6. Strategic Operations Report for February, 2018
7. Monthly Bank Transfer

A correction was made to the Regular Board meeting minutes

Motion 18.03.271

Moved by Darcy McNeill

Seconded by Tara Brown

That Consent Agenda item 4) be received and approved as present and items 5) to 7) be received and approved as presented.

Carried

Reports

There were no reports.

Business Arising

8. Knowledge Gap Analysis Discussions
 - a) Library Management, Stewardship and Accountability
The Library Board reviewed the Library Management, Stewardship and Accountability sections that were identified in the Board governance knowledge gap analysis.

9. Library Board Action List

The Library Board reviewed the Action list.

Motion 18.03.272

Moved by Venkatesh Rajaraman

Seconded by Tara Brown

That the Library Board receive the Library Board Action List.

Carried

New Business

10. 2017 Surplus Transfer

The CEO discussed with the Library Board the transfer of some of the Library's operating surplus for 2017 to Minor Capital Reserves and to the General Operating reserve for carpet/flooring replacement.

Motion 18.03.273

**Moved by Darcy McNeill
Seconded by Tara Brown**

That the Library Board approve the transfer of \$95,000 of the Library's 2017 operating surplus into reserve funds for the purposes identified in the report once the 2017 surplus is confirmed by the Auditors;

AND THAT the Library Board approve the transfer of the remaining surplus balance to the Town's reserve funds.

Carried

11. Alternative Service Delivery

The CEO discussed with the Library Board the opportunity to provide a mobile library installation. The Library Board indicated that they were interested in pursuing this opportunity.

Date(s) of Future Meetings

12. The next Library Board Regular meeting is Wednesday, April 18, 2018 at 5:30 pm in the Library Board room.

Adjournment

Motion 18.03.274

**Moved by Kelly Broome
Seconded by Venkatesh Rajaraman**

That there being no further business meeting adjourned at 6:50 pm.

Carried

Joan Stonehocker
Chair

Todd Kyle, CEO
Secretary/Treasurer