



Newmarket Public Library Board
Regular Board Meeting
Wednesday, October 23, 2013
Newmarket Public Library Board Room

Present:
Joan Stonehocker - Chair
Tom Vegh – Vice Chair
Tara Brown
Michael Castro
Tom Hempen (*arrived at 6:10 pm*)
John Taylor (*left at 6:20 pm*)

Guests:
Ian McDougall, Commissioner of Community Services, Town of Newmarket –
(*arrived at 6:35 pm and left at 7:05 pm*)
Colin Service, Director, Recreation and Culture Services, Town of Newmarket
(*arrived at 6:35 pm and left at 7:05 pm*)

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

Regrets: Wes Playter

The Chair called the meeting to order at 5:30 p.m.

1. ADOPTION OF AGENDA ITEMS:

- i) Adoption of Regular Agenda
- ii) Adoption of the Closed Session Agenda
- iii) Adoption of Consent Agenda items

The Chair asked if there were any additions to the agenda.

Motion 13.10.257

**MOVED BY MICHAEL CASTRO
SECONDED BY JOHN TAYLOR**

THAT Agendas i) to iii) be adopted as presented.

CARRIED

2. DECLARATIONS

None were declared.

3. CONSENT AGENDA ITEMS:

- i) Adoption of the Regular Board Meeting Minutes for Wednesday, September 18, 2013

- ii) Strategic Operations Report for September, 2013
- iii) Library Statistical Data
- iv) Monthly Bank Transfer
- v) Correspondence regarding 2013-14 Public Library Operating, Pay Equity Grants

Motion 13.10.258

**MOVED BY JOHN TAYLOR
SECONDED BY TOM VEGH**

THAT Consent Agenda Items i) to v) be received as presented.

CARRIED

A Board member asked if additional information regarding active and non-active memberships can be provided as well as the number of hours of room rental utilization. Reviewing statistics on non-active users could help with preparing a 'come back to the Library' campaign.

4. MOTION TO CONVENE INTO A CLOSED SESSION

There were no closed session items.

5. POLICIES

- i) Integrated Accessibility Standards Policy

The Board reviewed the Integrated Accessibility Standards Policy to meet the Library's obligation under the Accessibility for Ontarians with Disabilities Act (AODA). The Board requested a review of the Library's existing state of accessibility for the physical building.

Motion 13.10.259

**MOVED BY JOHN TAYLOR
SECONDED BY TARA BROWN**

THAT a report be brought back to the Library Board on existing infrastructure on state of accessibility for the physical building and any other relevant information and options for going forward.

CARRIED

Motion 13.10.260

**MOVED BY TOM VEGH
SECONDED BY TARA BROWN**

THAT the Library Board approve the Integrated Accessibility Standards Policy as presented.

CARRIED

6. REPORTS

i) Third Quarter Financial Statements

The CEO reported that the Library continues to be on target to be on or under budget for 2013.

Motion 13.10.261

MOVED BY JOHN TAYLOR

SECONDED BY TOM VEGH

THAT the Library Board received the Third Quarter Financial Statements as presented.

CARRIED

7. BUSINESS ARISING

i) Library Ambassador Campaign

As part of a Library Ambassador Campaign, Board members were invited to identify organizations for which the Library could arrange a discussion, presentation or outreach activity to promote the Library's new Strategic Plan. Board members will forward their suggestions of organization to the CEO.

Motion 13.10.262

MOVED BY JOHN TAYLOR

SECONDED BY TARA BROWN

THAT the Library Board receive the report on a Library ambassador Campaign as presented.

THAT the Library Board direct the CEO to coordinate with Board members to implement such a campaign.

CARRIED

ii) Board Motion Procedure

A clarification was provided regarding the motion procedure as outlined in the Board Governance Policy which follows Roberts Rules of Order. The Board agreed not to make any changes to the procedure.

Motion 13.10.263

MOVED BY JOHN TAYLOR

SECONDED BY TARA BROWN

THAT the Library Board receive the verbal report on Board Motion Procedure.

CARRIED

iii) Action List

The Board reviewed and updated the Action List.

Motion 13.10.264

**MOVED BY MICHAEL CASTRO
SECONDED BY TOM VEGH**

THAT the Library Board receive the Action List as presented.

CARRIED

8. NEW BUSINESS

i) York Info Reserve Account

The Town of Newmarket Finance staff has recommended that the York Info Reserve Account be changed to a liability account.

Motion 13.10.265

**MOVED BY JOHN TAYLOR
SECONDED BY TOM HEMPEN**

THAT the Library Board request the Town of Newmarket to convert the YNCIVC Operating Reserve to a Liability Account

CARRIED

ii) Space Needs Study

The Library Board discussed scope of a space needs study as provided for in the capital budget. A report will be brought back to the Library Board for further consideration.

iii) Town of Newmarket Corporate Naming Program

The Commissioner, Community Services of the Town of Newmarket provided a presentation regarding the Town of Newmarket's Corporate Naming Program and opportunities for the Library to participate in this program.

Motion 13.10.266

**MOVED BY TOM VEGH
SECONDED BY MICHAEL CASTRO**

THAT the Library Board receive the presentation on the Town of Newmarket Corporate Naming Program.

CARRIED

9. DATE(S) OF FUTURE MEETINGS

The next regular Library Board meeting will be Wednesday, November 20, 2013 at 5:00 pm in the Library Board room

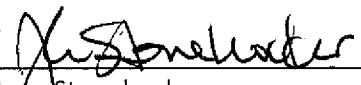
10. ADJOURNMENT

Motion 13.10.267


MOVED BY TOM HEMPEN
SECONDED BY TOM VEGH

THAT there being no further business the meeting adjourned at 7:10 p.m.

CARRIED



Joan Stonehocker
Chair



Todd Kyle, CEO
Secretary/Treasurer