



Newmarket Public Library Board
Regular Board Meeting
Wednesday, November 20, 2013
Newmarket Public Library Board Room

Present: Joan Stonehocker – Chair (*arrived at 5:22 pm*)
Tom Vegh – Vice Chair
Tara Brown
Tom Hempen
Wes Playter
John Taylor

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

Regrets: Michael Castro

In the absence of the Chair, the Vice-Chair called the meeting to order at 5:00 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 13.11.268

**MOVED BY JOHN TAYLOR
SECONDED BY WES PLAYTER**

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

CARRIED

2. DECLARATIONS

None were declared.

3. DEPUTATION

A representative from the Newmarket-Aurora NDP Riding Association spoke to the Library Board regarding the IdeaMarket program. The Representative spoke to the Board asking that community groups be offered a room in the Newmarket Public Library free of charge to discuss public issues as part of the IdeaMarket program. The Board discussed the matter and reaffirmed that Library maintains control over program content and invitees.

Motion 13.11.269

**MOVED BY TOM HEMPEN
SECONDED BY WES PLAYTER**

THAT the Library Board receive the Deputation from the Newmarket-Aurora NDP Riding Association.

CARRIED

4. CONSENT AGENDA ITEMS:

- i) Adoption of the Regular Board Meeting Minutes for Wednesday, October 23 , 2013
- ii) Strategic Operations Report for October, 2013
- iii) Library Statistical Data
- iv) Monthly Bank Transfer

Motion 13.11.270

**MOVED BY TOM HEMPEN
SECONDED BY TARA BROWN**

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

CARRIED

5. MOTION TO CONVENE INTO A CLOSED SESSION

Motion 13.11.271

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

THAT the Library Board move in to a Closed Session at 5:18 pm to discuss labour relation matters.

CARRIED

Motion 13.11.272

**MOVED BY TARA BROWN
SECONDED BY TOM HEMPEN**

THAT the Library move out of Closed Session at 5:21 pm.

CARRIED

The Vice-Chair turned the meeting over to the Chair who arrived at 5:22 pm.

Motion arising from Closed Session confirming the following action:

Motion 13.11.273

**MOVED BY TOM VEGH
SECONDED BY WES PLAYTER**

THAT the Newmarket Public Library Board receive the report on annual economic adjustments for non-union staff.

CARRIED

6. REPORTS

i) Family Day February 17, 2014

The Library Board reviewed the report regarding opening the Library on Family Day, February 17, 2014. The Board agreed with the recommendation not to open the Library on Family Day but to concentrate programming efforts on Winterfest.

Motion 13.11.274

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

THAT the Library Board receive the report on Family Day, 2014 as presented.

CARRIED

7. BUSINESS ARISING

i) Integrated Accessibility Standards Regulation (IASR)– Web Content

The CEO gave a verbal report on the status of the Library website compliance with respect to the IASR regulation.

ii) Action List

The Board reviewed the Action List.

Motion 13.11.275

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

THAT the Library Board receive the verbal report on the Action List as presented.

CARRIED

8. NEW BUSINESS

- i) Integration Accessibility Standards Regulation Training

Training for Library Board members on the Integration Accessibility Standards Regulation will be arranged for the next regularly scheduled Board meeting on December 18th. The Training will be held at the end of the Board meeting.

- ii) Ontario Library Association (OLA) Superconference

OLA Superconference 2014 calendars were distributed to Library Board members. Board members were asked to advise the Administration Office if they are interested in attending by Friday, December 14th.

9. DATE(S) OF FUTURE MEETINGS

The next regular Library Board meeting will be Wednesday, December 18, 2013 at 5:00 pm in the Library Board room

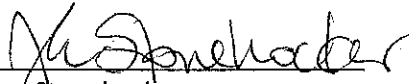
10. ADJOURNMENT

Motion 13.11.276


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

THAT there being no further business the meeting adjourned at 5:40 p.m.

CARRIED



Joan Stonehocker
Chair



Todd Kyle, CEO
Secretary/Treasurer



Newmarket Public Library Board
Regular Board Meeting
Wednesday, December 18, 2013
Newmarket Public Library Board Room

Present: Joan Stonehocker – Chair
Tom Vegh – Vice Chair
Tara Brown
Michael Castro (*arrived at 5:25 pm*)
John Taylor

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

Regrets: Tom Hempen
Wes Playter

The Chair called the meeting to order at 5:05 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 13.12.277

**MOVED BY TOM VEGH
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, November 20, 2013
- ii) Adoption of the Closed Session Meeting Minutes for Wednesday, November 20, 2013
- iii) 2014 Economic Adjustment for Non-Union Employees
- iv) Strategic Operations Report for November, 2013
- v) Library Statistical Data
- vi) Monthly Bank Transfer

Motion 13.12.278

MOVED BY JOHN TAYLOR
SECONDED BY TARA BROWN

THAT Consent Agenda Item i) be received as amended and items ii) to iv) be received as presented.

CARRIED

4. MOTION TO CONVENE INTO A CLOSED SESSION

There were no Closed Session items.

5. POLICIES

i) Social Media Policies

The CEO advised the Library Board of the topics presented at a recent workshop on social media and workplaces issues. The Library Board was asked whether in light of the information from this presentation, should revisions be considered for the Library's Social Media and Public Relations Policies. The Library asked that the Town of Newmarket Human Resources Department and Town of Newmarket Legal Services be consulted before any revisions are made to these policies.

Motion 13.12.279

MOVED BY JOHN TAYLOR
SECONDED BY TARA BROWN

THAT the Library Board consult with the Town of Newmarket Human Resources Department and Legal Services regarding Town of Newmarket Policies on the Library's Social Media and Public Relations Policies.

CARRIED

6. REPORTS

i) Overdue Fines for Seniors

The Library Board was advised that currently seniors are exempt from inter-library loan fines and late returns of inter-library loans are charged to the Library. The CEO proposed that the Membership Policy be revised to indicate that inter-library loan fines apply equally to seniors.

Motion 13.12.280

MOVED BY TARA BROWN
SECONDED BY JOHN TAYLOR

THAT the Library Board approve a revised Membership Policy indicating that seniors (aged 65 and over) are subject to the same overdue fines for inter-library loan items as all other library patrons.

CARRIED

7. **BUSINESS ARISING**

i) Action List

The Board reviewed the Action List. The Library Board requested further information regarding Action Item 15-11 Quarterly Information Report to Town of Newmarket Council.

8. **NEW BUSINESS**

i) Food for Fines Amnesty

Library Board members discussed Food for Fines Amnesty and other events the Library could hold in support of the community.

ii) Integrated Accessibility Training for Library Board Members

Board members completed the Creating an Accessible Newmarket: Accessibility for Ontarians with Disabilities Act, 2005 Training Module

Note that the training session to Library Board members was presented after the Board meeting adjourned at 5:40 pm.

9. **DATE(S) OF FUTURE MEETINGS**

The next regular Library Board meeting will be Wednesday, January 15, 2014 at 5:00 pm in the Library Board room

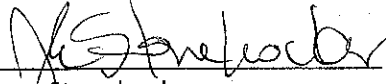
10. **ADJOURNMENT**

Motion 13.12.281


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

THAT there being no further business the meeting adjourned at 5:40 p.m.

CARRIED



Joan Stonehocker
Chair



Todd Kyle, CEO
Secretary/Treasurer