



Newmarket Public Library Board

Minutes

Date: Wednesday, November 18, 2020

Time: 5:30 PM

Location: Electronic VIA ZOOM

Members Present: Darcy McNeill, Chair
Darryl Gray
Leslee Mason
Art Weis
Victor Woodhouse

Members Absent: Jane Twinney, Vice Chair
Kelly Broome

Staff Present: Todd Kyle, CEO
Jennifer Leveridge, Manager, Library Services
Benjamin Shaw, Manager, Library Operations
Lianne Bond, Administrative Coordinator

1. Meeting to be held through live video interface via Zoom

The Chair called the meeting to order at 5:40 pm.

2. Adoption of Agenda Items

- 2.1 Adoption of the Regular Agenda
- 2.2 Adoption of the Closed Session Agenda
- 2.3 Adoption of the Consent Agenda Items

Motion 20-11-142

Moved by Victor Woodhouse

Seconded by Art Weis

That items 2.1 to 2.3 be adopted as presented.

Carried

3. Declarations

4. Consent Agenda Items

4.1 Adoption of the Regular Board meeting minutes for October 21, 2020

4.2 Strategic Operations Report for October, 2020

Motion 20-11-143

Moved by Art Weis

Seconded by Victor Woodhouse

That items 4.1 to 4.2 be adopted as presented.

Carried

5. Reports

5.1 Update on Library Re-opening in Alignment with COVID-19 Response Framework

The report outlined the Library's preparation for the next steps to re-introduce services when able to do so. The Library's current status is now in the Red-Control of the COVID-19 Framework.

Motion 20-11-144

Moved by Darryl Gray

Seconded by Leslee Mason

That the Library Board receive the report on Library Re-opening in alignment with COVID-19 Response Framework;

And That the Library Board authorize the C.E.O. to take all actions necessary to give effect to further re-opening in alignment with the Framework as described.

Carried

5.2 Strategic Planning Options

The Library Board reviewed the report on Strategic Planning options and agreed with the recommendation to engage a full-service consultant.

Motion 20-11-145

Moved by Darryl Gray

Seconded by Victor Woodhouse

That the Library Board receive the report on Strategic Planning Options;

And That the Library Board authorize the release of a request for quotation for a Strategic Planning consultant.

Carried

6. Business Arising

6.1 Final Dissolution of York Info Partnership

It was requested that the Library Board approve the balance of the funds from the dissolution of the York Info partnership be transferred to the Strategic Plan Implementation reserve account.

Motion 20-11-146

Moved by Art Weis

Seconded by Leslee Mason

That the Library Board receive the report on the dissolution of the York Info partnership;

And That the Library Board authorize the C.E.O. to finalize the dissolution of the York Info partnership by transferring Newmarket Public Library's portion of the distributed surplus to the Strategic Plan Implementation Reserve Account.

Carried

6.2 Extension of Temporary COVID-19 Policies

The Temporary Face Covering Policy and Temporary Contact Tracing Policy will be amended to remove the expiry date.

Motion 20-11-147

Moved by Victor Woodhouse

Seconded by Art Weis

That the Library Board receive the report on Extension of Temporary COVID policies;

And That the Library Board approve the extension of the Temporary Contact Tracing Policy and the Temporary Face Covering Policy until such time as no regulation requiring or recommended these policies in effect.

Carried

6.3 Consolidated Revisions to Governance Policy

The Board reviewed the revisions to the Library Board Governance Policy.

Motion 20-11-148

Moved by Darryl Gray

Seconded by Art Weis

That the Library Board receive the report on consolidated revisions to the Governance Policy;

And That the Library Board approve the Governance Policy as presented.

Carried

6.4 Library Board Action List

The Library Board reviewed the Action List.

Motion 20-11-149

Moved by Victor Woodhouse

Seconded by Darryl Gray

That the Library Board receive the Action List as presented.

Carried

7. **New Business**

There was no new business.

8. **Closed Session (If required)**

9. **Dates of Future Meetings**

9.1 The next Regular Board meeting is scheduled for Wednesday, December 16, 2020 at 5:30 pm. Location electronic via Zoom

10. **Adjournment**

Motion 20-11-150

Moved by Victor Woodhouse

Seconded by Art Weis

That there being no further business the Library Board adjourn at 6:25 pm.

Carried

Darcy McNeill, Chair

Todd Kyle, Secretary/Treasurer