



Newmarket Public Library Board

Minutes

Date: Wednesday, February 17, 2021

Time: 5:30 PM

Location: Electronic VIA ZOOM

Members Present: Darcy McNeill, Chair
Jane Twinney, Vice Chair
Kelly Broome
Darryl Gray
Leslee Mason
Art Weis
Victor Woodhouse

Staff Present: Linda Peppiatt, Acting CEO
Lianne Bond, Administrative Coordinator
Benjamin Shaw, Manager, Library Operations
Jennifer Leveridge, Manager, Library Services

1. Meeting to be held through live video interface

The Chair called the meeting to order at 5:30 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 21-02-166

Moved by Kelly Broome

Seconded by Leslee Mason

That Agenda items 2.1 to 2.3 be adopted as presented.

Carried

3. Declarations

None were declared.

4. Consent Agenda Items

4.1 Adoption of the Regular Board meeting minutes for January 20, 2021

4.2 Strategic Operations Report for January, 2021

Motion 21-02-167

Moved by Leslee Mason

Seconded by Victor Woodhouse

That items 4.1 to 4.2 be approved and adopted as presented.

Carried

5. Reports

There were no reports.

6. Business Arising

6.1 Strategic Plan Draft Request for Quotation

The Library Board discussed moving forward with the strategic planning process and reviewed the draft Library Strategic Planning Consultant Request for Quotation (RFQ). It was agreed to move forward with releasing the RFQ, with a submission deadline of March 31, 2021.

Motion 21-02-168

Moved by Art Weis

Seconded by Kelly Broome

That the Library Board receive the report on Strategic Planning Consultant RFQ;

And that Library Board direct the Acting CEO to proceed with the release of the draft Request for Quotation for a Strategic Planning Consultant with a submission deadline of March 31, 2021.

Carried

6.2 Library Board Action List

The Library Board reviewed the Action List. Board members thanked staff members for the excellent work they are doing with curbside service, online programs, and promotions of library events.

Motion 21-02-169

Moved by Darryl Gray

Seconded by Jane Twinney

That the Library Board receive the Board Action List as presented.

Carried

7. New Business

7.1 Correspondence from Ontario Library Service regarding Board Assembly Appointments

As part of the amalgamation of Ontario Library Services, Board Assemblies have been set-up to provide Library Board members the opportunity to share information and hear from other Library Boards. Newmarket Public Library has been asked to appoint a member of their Library Board to participate on one of the nine Board Assemblies.

Motion 21-02-170

Moved by Leslee Mason

Seconded by Victor Woodhouse

That the Library Board appoint board member Darry Gray as the official representative of Newmarket Public Library to the respective Ontario Library Service Board Assembly.

Carried

8. Closed Session (If required)

9. Dates of Future Meetings

The next regular Library Board meeting is scheduled for Wednesday, March 17, 2021 at 5:30 pm. Location electronic via Zoom

10. Adjournment

Motion 21-02-171

Moved by Kelly Broome

Seconded by Victor Woodhouse

That there being no further business the meeting adjourn at 5:55 pm

Carried

Darcy McNeill, Chair

Todd Kyle, Secretary/Treasurer