



# Newmarket Public Library Board

## Minutes

Date: Wednesday, April 21, 2021

Time: 5:30 PM

Members Present: Darcy McNeill, Chair  
Jane Twinney, Vice Chair  
Kelly Broome  
Leslee Mason

Members Absent: Darryl Gray  
Art Weis  
Victor Woodhouse

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

### 1. Meeting to be held through live video interface

The Chair called the meeting to order at 5:34 pm

### 2. Adoption of Agenda Items

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

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

#### **Motion 21-04-180**

**Moved by** Kelly Broome

**Seconded by** Jane Twinney

**That** 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 March 17, 2021

4.2 Strategic Operations Report for March, 2021

4.3 First Quarter Statistical Data

4.4 First Quarter Financial Statements

**Motion 21-04-181**

**Moved by** Jane Twinney

**Seconded by** Leslee Mason

**That** items 4.1 to 4.4 be adopted and approved as presented.

**Carried**

**5. Reports**

5.1 Dr. Seuss Books of Concern

The Library Board reviewed the report on Dr. Seuss Books of concerns and requested that a further investigation be conducted regarding this matter. The Board asked for further information on other materials that may be a potential cause of concern and what other libraries and library associations are doing regarding this.

**6. Business Arising**

6.1 Strategic Planning

The Acting CEO advised that the Library has had three submissions to the Request for Quote (RFQ) for Strategic Planning. The Board appointed three Directors to the Evaluation Team to review the proposals. The Manager, Library Operations will assist with the evaluation process.

**Motion 21-04-182**

**Moved by** Kelly Broome

**Seconded by** Leslee Mason

**That** the Library Board appoint Library Board Directors Kelly Broome, Darryl Gray and Leslee Mason to evaluate the RFQ's received for Strategic Planning;

**And that** the Evaluation Team report back to the Library Board at the next regularly scheduled Library Board meeting.

**Carried**

6.2 Library Board Action List

The Library Board reviewed the Action List.

**Motion 21-04-183**

**Moved by** Jane Twinney

**Seconded by** Kelly Broome

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

**Carried**

7. **New Business**

There was no new Business

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

**Motion 21-04-184**

**Moved by** Jane Twinney

**Seconded by** Leslee Mason

**That** the Library Board move into a Closed Session at 6:10 pm to discuss personal matters pertaining to an identifiable individual per section 16.1.4 (b) of the Public Libraries Act, R.S.O. 1990 Chapter P.44.

**Carried**

**Motion 21-04-185**

**Moved by** Jane Twinney

**Seconded by** Kelly Broome

**That** the Library Board move out of Closed Session at 6:18 pm.

**Carried**

**Motion 21-04-186**

**Moved by** Kelly Broome

**Seconded by** Leslee Mason

**Motion Arising from Closed Session**

**That** the Library Board extend the contract of the Acting CEO as outlined in the Closed Session.

**Carried**

**9. Dates of Future Meetings**

The next regular Library Board meeting is scheduled for Wednesday, May 19, 2021 at 5:30 pm. Location electronic via Zoom

**10. Adjournment**

**Motion 21-04-187**

**Moved by** Jane Twinney

**Seconded by** Leslee Mason

**That** there being no further business the meeting adjourn at 6:19 pm.

**Carried**

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Darcy McNeill, Chair

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Linda Peppiatt, Acting CEO  
Secretary/Treasurer