



# Newmarket Public Library Board

## Minutes

Date: Wednesday, June 16, 2021

Time: 5:30 PM

Location: Electronic VIA ZOOM

Members Present: Darcy McNeill, Chair  
Jane Twinney, Vice Chair (joined at 6:00 pm)  
Kelly Broome (joined at 6:00 pm)  
Darryl Gray  
Leslee Mason  
Art Weis  
Victor Woodhouse (joined at 6:00 pm)

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 video interface

The Chair called the meeting to order at 5:35 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

One item was added under Business Arising and one item was added under New Business.

#### **Motion 21-06-199**

**Moved by** Darryl Gray

**Seconded by** Leslee Mason

**That** items 2.1 to 2.3 be adopted as amended.

**Carried**

**3. Declarations**

None were declared.

**4. Consent Agenda Items**

4.1 Adoption of the Regular Board meeting minutes for Wednesday, May 19, 2021

4.2 Strategic Operations Report for May, 2021

4.3 Newmarket Public Library Bank Account - Fund Transfer

**Motion 21-06-200**

**Moved by** Art Weis

**Seconded by** Darryl Gray

**That** items 4.1 to 4.3 be adopted and approved as presented.

**Carried**

**5. Reports**

5.1 2020 Draft Audited Financial Statements

The Library Board reviewed the draft Audited Financial Statements for 2020 completed by Deloitte LLP.

**Motion 21-06-201**

**Moved by** Darryl Gray

**Seconded by** Art Weis

**That** the Library Board approve the draft 2020 Audited Financial Statements as presented.

**Carried**

**6. Business Arising**

6.1 2022 Capital Budget Update

The 2022 Capital Budget request approved by the Board at the May 19, 2021 Board meeting was presented to the Library Board with revised cost

estimates. Working in collaboration with the Town of Newmarket Public Works Department, the proposed capital projects will be funded through the Public Works Asset Replacement Fund. (ARF).

**Motion 21-06-202**

**Moved by** Darryl Gray

**Seconded by** Art Weis

**That** the Library Board approve the revisions to the 2022 Capital Budget request for submission to the Town of Newmarket.

**Carried**

6.2 2022 Draft Operating Budget

The 2022 Draft Operation Budget request was reviewed by the Board. The proposed increase to the Operating budget is within the guidelines set by the Town of Newmarket.

**Motion 21-06-203**

**Moved by** Darryl Gray

**Seconded by** Leslee Mason

**That** the Library Board approve the 2022 Operating Budget request for submission to the Town of Newmarket.

**Carried**

6.3 Strategic Planning Update

The first start up meeting has been held with the Strategic Planning Consultants. A Steering Committee of Library Board and Staff members is to be appointed.

6.4 Dr. Seuss Books - Update

The Library is continuing to consult with community members regarding materials of concern. More information will be coming from Library Associations as they review this type of material.

6.5 Library Board Action List

The Library Board reviewed and updated the Action List.

**Motion 21-06-204**

**Moved by** Kelly Broome

**Seconded by** Art Weis

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

**Carried**

**7. New Business**

7.1 Indigenous Land Acknowledgement

The Library Board agreed that it will adopt the practice of beginning Library Board meetings with a Land Acknowledgement of the indigenous peoples to whom the land belongs.

**Motion 21-06-205**

**Moved by** Jane Twinney

**Seconded by** Kelly Broome

**That** the Library Board will adopt the practice of beginning Library Board meetings with a Land Acknowledgment of Indigenous Peoples.

**Carried**

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

8.1 Labour Relations or employee negotiations, per section 16.1.4.(d) of the Public Libraries Act, R.S.O. 1990, Chapter P.44

**Motion 21-06-206**

**Moved by** Kelly Broome

**Seconded by** Victor Woodhouse

**That** the Library Board move into a Closed Session at 6:14 pm for Labour relations or employee negotiations, per section 16.1.4 (d) of the Public Libraries Act, R.S.O. 1990, Chapter P.44

**Carried**

**Motion 21-06-207**

**Moved by** Jane Twinney

**Seconded by** Leslee Mason

**That** the Library Board move out of Closed Session at 6:30 pm

**Carried**

**Motion 21-06-208**

**Moved by** Kelly Broome

**Seconded by** Jane Twinney

**That** the Library Board receive the update on the next steps for the recruitment of the CEO;

**And That** the Acting CEO contract be extended to July 23, 2021.

**Carried**

**9. Dates of Future Meetings**

The next Regular Library Board meeting is scheduled for Wednesday, September 15, 2021 at 5:30 pm. Meeting to be held electronic via Zoom.

**10. Adjournment**

**Motion 21-06-209**

**Moved by** Kelly Broome

**Seconded by** Victor Woodhouse

**That** there being no further business, the meeting adjourn at 6:32 pm.

**Carried**

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Darcy McNeill, Chair

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Linda Peppiatt, Acting CEO

Secretary/Treasurer