



# Newmarket Public Library Board

## Minutes

Date: Wednesday, November 17, 2021  
Time: 5:45 PM  
Location: Electronic VIA ZOOM  
See How to Login Guide

Members Present: Darcy McNeill, Chair  
Jane Twinney, Vice Chair – left at 6:15 pm  
Kelly Broome  
Darryl Gray  
Leslee Mason  
Art Weis  
Victor Woodhouse

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

Guests: Jonathan Linton, TCI Management Consultants  
Greg Young, TCI Management Consultants  
Carolyn Smith, Hossack and Associates  
Beth Ross, Beth Ross and Associates

### 1. Call to Order

The Chair called the meeting to order at 5:50 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 21-11-33

**Moved by** Kelly Broome  
**Seconded by** Victor Woodhouse

**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 Wednesday, October 20, 2021

4.2 Strategic Operations Report for October, 2021

4.3 Library Bank Transfer

4.4 Third Quarter Financial Statements

**Motion 21-11-34**

**Moved by** Art Weis  
**Seconded by** Darryl Gray

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

**5. Reports**

There were no reports.

**6. Business Arising**

6.1 Strategic Planning Consultant Presentation

The Library Board participated in a collaborative digital whiteboard exercise on the Strategic Actions areas of the Draft Strategic Plan. Additional content can be added to the whiteboard until the end of the week of November 19th.

6.2 Library Board Action Tracking List

The Board reviewed the Action List.

**Motion 21-11-35**

**Moved by** Victor Woodhouse  
**Seconded by** Leslee Mason

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**

The next Library Board meeting is scheduled for Wednesday, December 15, 2021 at 5:30 pm. Electronic via Zoom.

**10. Adjournment**

**Motion 21-11-36**

**Moved by** Victor Woodhouse

**Seconded by** Kelly Broome

That there be no further business the meeting adjourn at 7:07 pm.

**Carried**

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Darcy McNeill, Chair

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Tracy Munusami, Secretary/Treasurer