



**Newmarket Public Library Board
Regular Board Meeting
Wednesday, January 20, 2016
Newmarket Public Library Board Room**

Present: Joan Stonehocker – Chair
Tom Vegh – Vice Chair
Tara Brown
Kelly Broome-Plumley
Joe Sponga

Regrets: Darcy McNeill
Venkatesh Rajaraman

Staff Present: Todd Kyle, CEO
Linda Peppiatt, Deputy CEO
Lianne Bond, Administrative Coordinator

The Library Board Chair called the meeting to order at 5:35 pm

Adoption of Agenda Items

1. Adoption of Regular Agenda
2. Adoption of the Closed Session Agenda
3. Adoption of Consent Agenda items

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

Motion 16.01.78

Moved by Joe Sponga

Seconded by Kelly Broome-Plumley

That Agendas 1) to 3) be adopted as presented.

Carried

Declarations

None were declared.

Consent Agenda Items:

4. Adoption of the Regular Board Meeting Minutes for Wednesday, December 16, 2015
5. Strategic Operations Report for December, 2015
6. Library Statistical Data for December, 2015
7. Monthly Bank Transfer

Motion 16.01.79
Moved by Tom Vegh
Seconded by Joe Sponga

That Consent Agenda Items 4) to 7) be received and approved as presented.

Carried

8. Motion to Convene into a Closed Session

Motion 16.01.79
Moved by Joe Sponga
Seconded by Tara Brown

That the Library Board moved in to a Closed Session at 6:20 pm for the purpose of discussing Labour Relations Matters.

Carried

Motion 16.01.80
Moved by Joe Sponga
Seconded by Tara Brown

That the Library Board move out of Closed Session at 6:40 pm

Carried

Motions arising from the Closed Session:

Motion 16.0 1.20
Moved by Joe Sponga
Seconded by Tara Brown

That the Library Board receive the verbal report on Union Negotiation Preparations.

Carried

Policy

9. Freedom of Information and Protection of Privacy Policy

The CEO reviewed the changes to the Freedom of Information and Protection of Privacy with the Library Board.

Motion 16.01.81
Moved by Tom Vegh
Seconded by Tara Brown

That the Library Board approved the Freedom of Information and Protection of Privacy Policy as presented.

Carried

Reports

10. 2015 Business Plan Success Report

The Library Board reviewed 2015 Business Plan Success Report. A draft press release was distributed to Board member on 2015 Library usage statistics, pointing to a large increase in the use of the library in the community over the previous year.

Motion 16.01.82

Moved by Kelly Broome-Plumley

Seconded by Tara Brown

That the Library Board received the 2015 Business Plan Success Report as presented.

Carried

Business Arising

11. Sunday Hours User Feedback

A report detailing Sunday hours user feedback from the community was presented to the Library Board. User feedback indicated some concern that the Library was closed the Sundays before and after Christmas, a long standing practice in previous years. In light of the feedback from the community the Library Board may wish to reconsider this decision.

Motion 16.01.83

Moved by Tom Vegh

Seconded by Tara Brown

THAT the Library Board receive the report on Sunday hours user feedback;

AND THAT the Library Board add this item to the Action List for inclusion on a later agenda to coincide with discussions on 2017 budget.

Carried

12. Health and Safety Reporting

The Library Board was advised that a staff member incurred an injury which was reported to the Workplace Safety and Insurance Board and Ministry of Labour.

The Library Board asked that the item Health and Safety Reporting becoming a standing item on the agenda and included under Reports.

Motion 16.01.84

Moved by Joe Sponga

Seconded by Tom Vegh

THAT the Library Board receive the Health and Safety report and that Health and Safety Reporting become a standing item on the agenda.

Carried

13. Library Board Action List

The Library Board reviewed the Action List.

Motion 16.01.85

Moved by Joe Sponga

Seconded by Tara Brown

That the Library Board receive the Action List.

Carried

New Business

There was no new business.

Date(s) of Future Meetings

14. The next regular Library Board meeting will be Wednesday, February 17, 2016 at 5:30 pm in the Library Board room.

Adjournment

Motion 16.01.86

Moved by Tom Vegh

Seconded by Joe Sponga

That there being no further business meeting adjourned at 6:45 pm.

Carried

Joan Stonehocker
Chair

Todd Kyle, CEO
Secretary/Treasurer