



Newmarket Public Library Board

Minutes

Date: Wednesday, April 20, 2022

Time: 5:30 PM

Location: Electronic VIA ZOOM
See How to Login Guide

Members Present: Jane Twinney, Vice Chair
Kelly Broome
Darryl Gray
Leslee Mason
Art Weis (joined at 5:50 pm)
Victor Woodhouse

Members Absent: Darcy McNeill, Chair

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

1. Call to Order

In the absence of the Chair, the Vice 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 22-04-259

Moved by Victor Woodhouse

Seconded by Darryl Gray

That items 2.1 to 2.3 be adopted as presented.

Carried

3. Declarations

There were no declarations.

4. Consent Agenda Items

4.1 Adoption of the Regular Board meeting minutes for March 23, 2022

4.2 Strategic Operations Report for March, 2022

4.3 First Quarter Statistical Data

4.4 Revised - Strategic Plan Implementation

4.5 Library Bank Transfer

Motion 22-04-260

Moved by Leslee Mason

Seconded by Darryl Gray

That items 4.1 to 4.5 be approved and adopted as presented.

Carried

5. Reports

There were no reports.

6. Business Arising

6.1 Fundraising Opportunity Update

A third party agreement has been drafted for the event and a date has been confirmed by the Town of Newmarket. The fundraising event will be held on June 26, 2022 which will also include the launch of the TD Summer Reading Club.

The Library is working with the Town of Newmarket Parks Services on the best location for the Story walk, and sponsorship agreements are being sought.

6.2 Library Board Action List

The Library Board reviewed the Action List. Item 3, Annual Report to the Community will be planned for the first quarter of 2023. Item 6, Strategic

Plan Implementation will be updated to identify the Board action items identified in the new Strategic Plan.

Motion 22-04-261

Moved by Kelly Broome

Seconded by Victor Woodhouse

That the Library Board receive the Acting List as presented.

Carried

7. New Business

7.1 2023 Operating Budget Highlights

The CEO reviewed the 2023 Operating Budget Highlights with the Library Board. The 2023 Operating Decision Packages and Capital Budget are still be presented to the Library Board.

Motion 22-04-262

Moved by Victor Woodhouse

Seconded by Darryl Gray

That the Library Board receive the 2023 Operating Budget Highlights.

Carried

8. Closed Session (If required)

9. Dates of Future Meetings

9.1 The next regular Library Board meeting is rescheduled for Wednesday, May 11, 2022 at 5:30 pm. Location electronic via Zoom

10. Adjournment

Motion 22-04-263

Moved by Art Weis

Seconded by Victor Woodhouse

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

Carried

Jane Twinney, Vice Chair

Tracy Munusami, Secretary/Treasurer