



# Newmarket Public Library Board

## Minutes

Date: Wednesday, September 21, 2022  
Time: 5:30 PM  
Location: Newmarket Public Library Boardroom  
Newmarket Public Library  
438 Park Avenue  
Newmarket ON L3Y 1W1

Members Present: Darcy McNeill, Chair  
Jane Twinney, Vice Chair  
Kelly Broome  
Darryl Gray  
Art Weis  
Victor Woodhouse

Members Absent: Jane Twinney, Vice Chair  
Art Weis

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

### 1. Call to Order

The 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 22-09-279**

**Moved by** Victor Woodhouse

**Seconded by** Darryl Gray

**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, June 15, 2022

4.2 Adoption of the Closed Session minutes for Wednesday, December 15, 2021 and Wednesday, June 15, 2022

4.3 Strategic Operations report for June, July and August, 2022

4.4 Second Quarter Financial Statements for 2022

**Motion 22-09-280**

**Moved by** Kelly Broome

**Seconded by** Darryl Gray

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

**Carried**

**5. Policies**

5.1 Health and Safety Policy Renewals

No changes are recommended to the Health and Safety policies.

**Motion 22-09-281**

**Moved by** Victor Woodhouse

**Seconded by** Darryl Gray

**That** the Library Board approve the Health and Safety Policy, Workplace Violence Policy and Workplace Harassment Policy without change.

**Carried**

## **6. Reports**

There were no reports.

## **7. Business Arising**

### **7.1 Accessibility Audit**

The Library Board reviewed the report Accessibility report and what items can be actioned on based on current operating and capital requests submitted for 2022 and 2023. The Board requested that the Library go ahead with a Class D cost estimate. This can be conducted by the engineering consultants who conducted the Accessibility Audit.

#### **Motion 22-09-282**

**Moved by** Kelly Broome

**Seconded by** Victor Woodhouse

**That** the Library Board receive the report for information;

**And That** the Board direct the staff to build the accessibility recommendations into future budget requests;

**And That** a Class D cost estimate be conducted by the engineering consultants who conducted the audit.

**Carried**

### **7.2 Library Board Action List**

The Library Board reviewed the Action List.

#### **Motion 22-09-283**

**Moved by** Darryl Gray

**Seconded by** Victor Woodhouse

**That** the Library Board Action List be received as presented.

**Carried**

## **8. New Business**

### **8.1 Anti-Black Racism Task Force Library Recommendations**

The Library Board reviewed the recommendations from the Dismantling Anti-Black Racism Task Force that directly impact the Library. Many of the

recommendations reinforce the Library's strategic direction and hold the Library accountable to the community.

**Motion 22-05-284**

**Moved by** Kelly Broome

**Seconded by** Darryl Gray

**That** the Library Board receive the report for information.

**Carried**

**8.2 Upcoming Events: Canadian Library Launch and Newmarket Chamber of Commerce Business Excellence Awards**

The Library is participating in the launch of the Canadian Library exhibit on Wednesday, September 28th at 2 pm in the multipurpose room. The art exhibit is being installed in locations across the country to honour missing and murdered Indigenous women and children.

The Library is a Finalist for the Newmarket Chamber Business Excellence Awards in the category of Leadership in Diversity, Equity & Inclusion. Members of the Library Board and staff will be attending the Business Excellence awards on Wednesday, October 12th at 5:30 pm at New Roads Performing Arts Centre.

**9. Closed Session - If Required**

**10. Dates of Future Meetings**

10.1 The next regular Library Board meeting is scheduled for Wednesday, October 19, 2022 at 5:30 pm in the Library Board room.

**11. Adjournment**

**Motion 22-09-285**

**Moved by** Darryl Gray

**Seconded by** Victor Woodhouse

**That** there being no further business the meeting adjourn at 6:00 pm.

**Carried**

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Darcy McNeill, Chair

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Tracy Munusami, Secretary/Treasurer