



Newmarket Public Library Board

Minutes

Date: Wednesday, November 16, 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
Kelly Broome
Darryl Gray
Art Weis (arrived at 6:00 pm)
Victor Woodhouse

Members Absent: Jane Twinney, Vice Chair

Staff Present: Jennifer Leveridge, Manager, Library Services
Tracy Munusami, CEO
Benjamin Shaw, Manager, Library Operations

1. Call to Order

The Chair called the meeting to order at 5:45 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 22-11-292

Moved by Darryl Gray

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 19, 2022

4.2 Strategic Operations Report for October, 2022

4.3 Third Quarter Statistical Data

4.4 Third Quarter Financial Statements

Motion 22-11-293

Moved by Victor Woodhouse

Seconded by Kelly Broome

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

Carried

5. Reports

5.1 2022 Facility Projects and Improvements

The Facility Projects and Improvements report provided an update on various planned projects that have been completed or underway in 2022 and future planned projects.

Motion 22-11-294

Moved by Kelly Broome

Seconded by Darryl Gray

That the Library Board receive the 2022 Facility Projects and Improvements report for information as presented.

Carried

5.2 2018 - 2022 Library Board Legacy Document

The Library Board reviewed the Legacy Document and discussed what they would recommend are the priorities for the next Library Board.

Motion 22-11-295

Moved by Kelly Broome

Seconded by Darryl Gray

That the Library Board receive the report on the 2018 - 2022 Library Board Legacy Document;

And That this Report be shared with the new Board once it is appointed.

Carried

6. Business Arising

6.1 Fines Free

During the COVID -19 pandemic, the Library temporarily suspended fines. It is recommended that the Library permanently remove overdue fines as outlined in the Fines Free 2023 report.

Motion 22-11-296

Moved by Kelly Broome

Seconded by Art Weis

That the Library Board receive the Fines Free 2023 report for information;

And That the Library Board approve management's recommendation to eliminate overdue fines on Library material starting in 2023.

Carried

6.2 Library Board Action List

The Library Board reviewed the Action List.

Motion 22-11-297

Moved by Darryl Gray

Seconded by Victor Woodhouse

Carried

7. New Business

There was no New Business.

8. Closed Session (If Required)

No Closed Session is required.

9. Dates of Future Meetings

The regularly scheduled Library Board meeting on Wednesday, December 21, 2022 at 5:30 pm is cancelled.

The next regular Library Board meeting is scheduled for Wednesday, January 18, 2023 at 5:30 pm in the Library Board room.

10. Adjournment

Motion 22-11-298

That there being no further business the meeting adjourn at 6:20 pm

11. Tour of Library to show Facility projects and improvements

Darcy McNeill, Chair

Tracy Munusami, Secretary/Treasurer